

SMU Internship Programme 2024

SMU Internship Programme

Internship is an important component of the SMU curriculum and a graduation requirement for all undergraduates and most postgraduate programmes. It aims to provide students with deeper cross-cultural appreciation of business practices and research, while providing an excellent source of highly motivated, career-minded individuals for employers.

Benefits for Employers

Highly regarded for their 'out-of-the-box' thinking, SMU interns are valued for providing new perspectives on various systems, processes and programmes. Having an intern potentially frees up professional staff to pursue other important projects and tasks. Each year, many host organisations repeat their annual internship participation because of the positive experience and contribution they have received from interns. The SMU Internship Programme is a proven, cost-effective way to recruit and evaluate potential employees.

Managing the Internship

A successful internship offers a clear description of duties, responsibilities, scope of projects and expected outcomes in advance to provide a good structure for the intern's learning experience. Interns should be given adequate training and guidance to help them become productive and can add value to the organisation. Towards the end of the internship, supervisors should complete a performance appraisal form for the interns.

Students Eligible for Internship

School	SMU Programmes with Internship Options / Requirements	Availability in 2024	Min/Max Duration	Location	2023					2024												2025		
					Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	
Business	Bachelor of Business Management (BBM)	Term Break	2 wk / 6 mth	SG / Overseas						4 Dec - 7 Jan					2 May - 16 Aug						10 Dec - 3 Jan			
	Master of Business Administration (MBA)	May - Nov	10 wk / 6 mth	SG									20 May - 30 Nov											
	MSc in Management (MiM)	Nov - Mar	10 wk / 20 wk	SG / Overseas					13 Nov - 31 Mar															
		Apr - Aug	10 wk / 19 wk	SG / Overseas							1 Apr - 11 Aug													
	MSc in Wealth Management (MWM)	Between modules	10 wk / 6 mth	SG	Aug - May *																			
	MSc in Applied Finance (MAF)	Jul - Nov	10 wk / 6 mth	SG / Overseas								Jul - Nov												
Computing & Information Systems	Global Master of Finance (GMF)	Aug - Feb	10 wk / 6 mth	SG / Overseas	Aug - Feb										Aug - Feb									
	Bachelor of Science: BSc (Information Systems) (BSc (IS))	Term Break	2 wk / 6 mth	SG / Overseas					4 Dec - 7 Jan					2 May - 16 Aug						10 Dec - 3 Jan				
	Master of IT in Business (MITB) - Analytics/ Artificial Intelligence/ Digital Transformation/ Financial Technology & Analytics	Jan - Jun	6 mth	SG					Jan - Jun															
		May - Nov	6 mth	SG					May - Nov															
Economics	Bachelor of Science (Economics) (BSc (Econ))	Term Break	2 wk / 6 mth	SG / Overseas					4 Dec - 7 Jan					2 May - 16 Aug						10 Dec - 3 Jan				
	MSc in Economics (MSE)	Apr - Oct	10 wk / 6 mth	SG / Overseas							Apr - Oct													
	MSc in Financial Economics (MSFE)	Apr - Oct	10 wk / 6 mth	SG / Overseas							Apr - Oct													
Accounting	Bachelor of Accountancy (BAcc)	Term Break	2 wk / 6 mth	SG / Overseas					4 Dec - 7 Jan					2 May - 16 Aug						10 Dec - 3 Jan				
	Master of Professional Accounting (MPA)	Aug - Nov	10 wk / 3 mth	SG / Overseas	14 Aug - 30 Nov									12 Aug - 30 Nov										
	MSc in Accounting – Data Analytics (MSA)	Jul - Oct	10 wk	SG / Overseas						Aug - Nov														
Law	Bachelor of Laws (LLB)	Term Break	2 wk / 6 mth	SG / Overseas					4 Dec - 7 Jan					2 May - 16 Aug						10 Dec - 3 Jan				
	Juris Doctor (JD)	Dec - Jan May - Aug	6 wk	SG / Overseas					Dec - Jan					May - Aug						Dec - Jan				
	Master of Laws (LLM)	Nov - Dec	5 wk	SG				Nov - Dec									Nov - Dec							
Social Sciences	Bachelor of Social Science (BSocSc)	Term Break	2 wk / 6 mth	SG / Overseas					4 Dec - 7 Jan					2 May - 16 Aug						10 Dec - 3 Jan				
Integrative Studies	Bachelor of Integrative Studies (BIS)	Term Break	2 wk / 6 mth	SG / Overseas					4 Dec - 7 Jan					2 May - 16 Aug						10 Dec - 3 Jan				

* MWM students can intern from Mon to Thu during modules (Modules are in the month of Aug, Oct, Jan, Mar and May 2024). They can intern 5 days a week in between modules.

Visa/Work Permit

International students can intern full time in Singapore without work passes if the internship is part of the course curriculum as per the Ministry of Manpower's regulations.

Working Hours

Interns will follow the same normal office working hours of the host organisation. On some days, they may need to leave early for evening classes at 7pm.

Leave Of Absence

Undergraduates are allowed to take a leave of absence to do term-time internships. International students are not allowed to do so upon completing their mandatory 10-week internship graduation requirement.

Stipend

SMU does not stipulate or fix the monthly allowance/stipend for the interns, but host organisations are encouraged to offer an allowance/stipend that benchmarks market rates.

CPF

Host organisations in Singapore accepting full-time matriculated students from SMU programmes with internship graduation requirements are exempted from CPF contribution.

Insurance

All SMU students are covered under a Group Personal Accident Insurance policy. In addition, host organisations may wish to cover the interns under their own insurance schemes.

Appraisal

Upon completion of the internship, the supervisor will be requested to submit the intern's e-performance appraisal form for evaluation and developmental purposes.