

## Temasek Informatics & IT School

### STUDENT INTERNSHIP PROGRAMME (SIP) – REQUEST FORM

**(Please submit this form at least 2 months before SIP starts. You may fax to 67896872. The result of local SIP allocation will be made known via email 2 weeks before SIP starts.)**

*This form may take you 5 minutes to fill in.*

*You will need the following information to fill in the form: a) Proposed SIP Tasks b) Number of interns required*

**1. Organisation**

- a) Name of Organisation : \_\_\_\_\_
- b) Address : \_\_\_\_\_  
\_\_\_\_\_
- c) Contact Information : Tel : \_\_\_\_\_ Fax : \_\_\_\_\_
- d) No. of Employees : \_\_\_\_\_
- e) Company Website : \_\_\_\_\_
- f) Organisation Type : *(Please tick)*  
 Govt/ Statutory Board       Multi-National Corporation  
 Non-profit Organisation       Private Company
- g) Type of Business: \_\_\_\_\_

**2. Company Contact Person**

- a) Name (Dr/ Mr/ Ms/ Mrs) : \_\_\_\_\_ Tel # : \_\_\_\_\_
- b) Designation : \_\_\_\_\_ Email : \_\_\_\_\_

- 3. Internship Starting in (circle one):**      **Jan    Feb    Mar    Apr    May    Jun    Jul    Aug    Sep    Oct    Nov    Dec**
- Duration (circle one):**                      **10 weeks      15 weeks      25 weeks      31 weeks      35 weeks**

- 4. Number of interns required:** \_\_\_\_\_

**5. Other information**

- a) No. of working days per week :       5                       5.5                       6
- b) Working hours : Mon to Fri from \_\_\_\_\_ to \_\_\_\_\_ and/ or \* Sat from \_\_\_\_\_ to \_\_\_\_\_
- c) Shift Work : (Yes/ No \*)      *If yes, please specify time* \_\_\_\_\_
- d) Overseas assignment : (Yes/ No \*)      Period (s) : From \_\_\_\_\_ to \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_
- e) Country to be attached : \_\_\_\_\_
- f) Special Requirements : \_\_\_\_\_
- g) Please indicate Monthly Allowance to be paid to each student : \_\_\_\_\_
  
- h) Project Title : \_\_\_\_\_
  
- i) Outline of proposed SIP tasks :  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please visit our website at <http://www1.tp.edu.sg/esip08> to find out more about our SIP.

\* Please delete where not applicable.