



The Government of the Hong Kong Special Administrative Region  
of the People's Republic of China

# ASEAN INTERNSHIP SCHEME FOR HONG KONG HIGHER EDUCATION STUDENTS



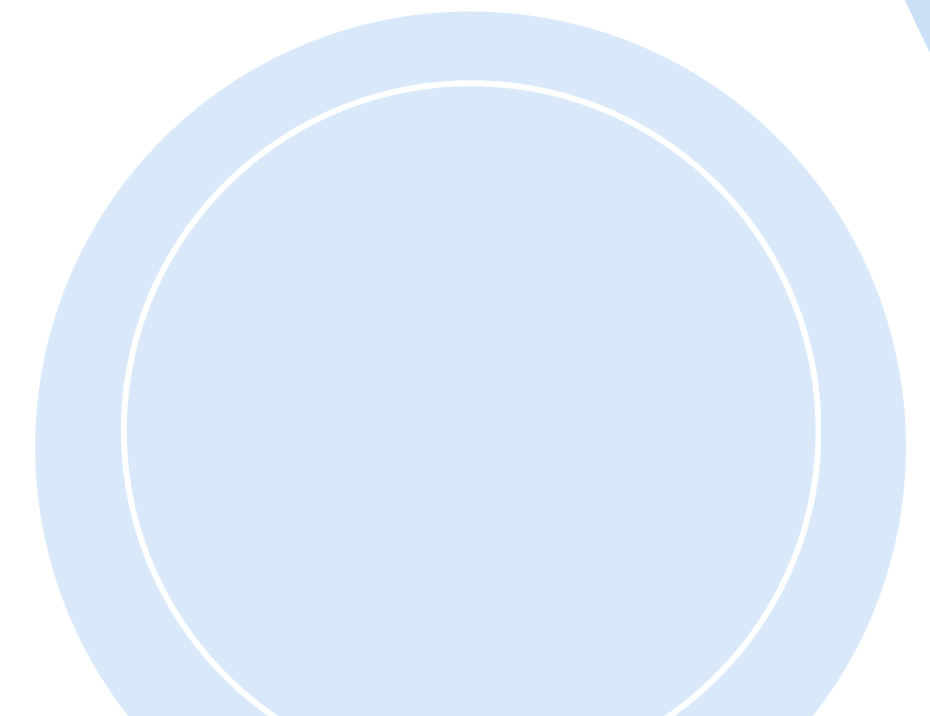
# Welcome **Message**

The Government of the Hong Kong Special Administrative Region is committed to nurturing young people and better preparing them to meet the challenges of an ever-changing global environment. In 2014, the Hong Kong Economic and Trade Office (HKETO) in Singapore launched the ASEAN Internship Scheme for Hong Kong Higher Education Students with the aim of widening students' international perspectives and enhancing bilateral relations between Hong Kong and member states of the Association of Southeast Asian Nations (ASEAN). With the subsequent establishment of HKETOs in Jakarta and Bangkok in 2017 and 2019 respectively, the three offices now jointly administer the scheme by identifying internship opportunities in the ASEAN countries under their respective purview.

Since its launch, the scheme has met with very positive response, drawing the participation of over 860 students from 11 Hong Kong higher education institutions. Our past host organisations include government/statutory bodies, international organisations, universities, cultural organisations and private companies in different industries.

We hope that the young generation will seize this valuable opportunity to gain a better understanding of the fast-growing ASEAN region with which Hong Kong is developing increasingly close ties on all fronts.

We look forward to the continued support from both the Hong Kong higher education institutions and the host organisations to make the scheme a success.



SINCE INCEPTION IN 2014,  
WE HAVE ONBOARDED



**+860** Hong Kong students



from **+11** Hong Kong Institutions

# STRONG HKETO ALLIANCE

Wide geographical coverage in  
10 ASEAN countries

BANGKOK ETO SINGAPORE ETO JAKARTA ETO



THAILAND  
CAMBODIA  
MYANMAR



SINGAPORE  
VIETNAM  
LAOS

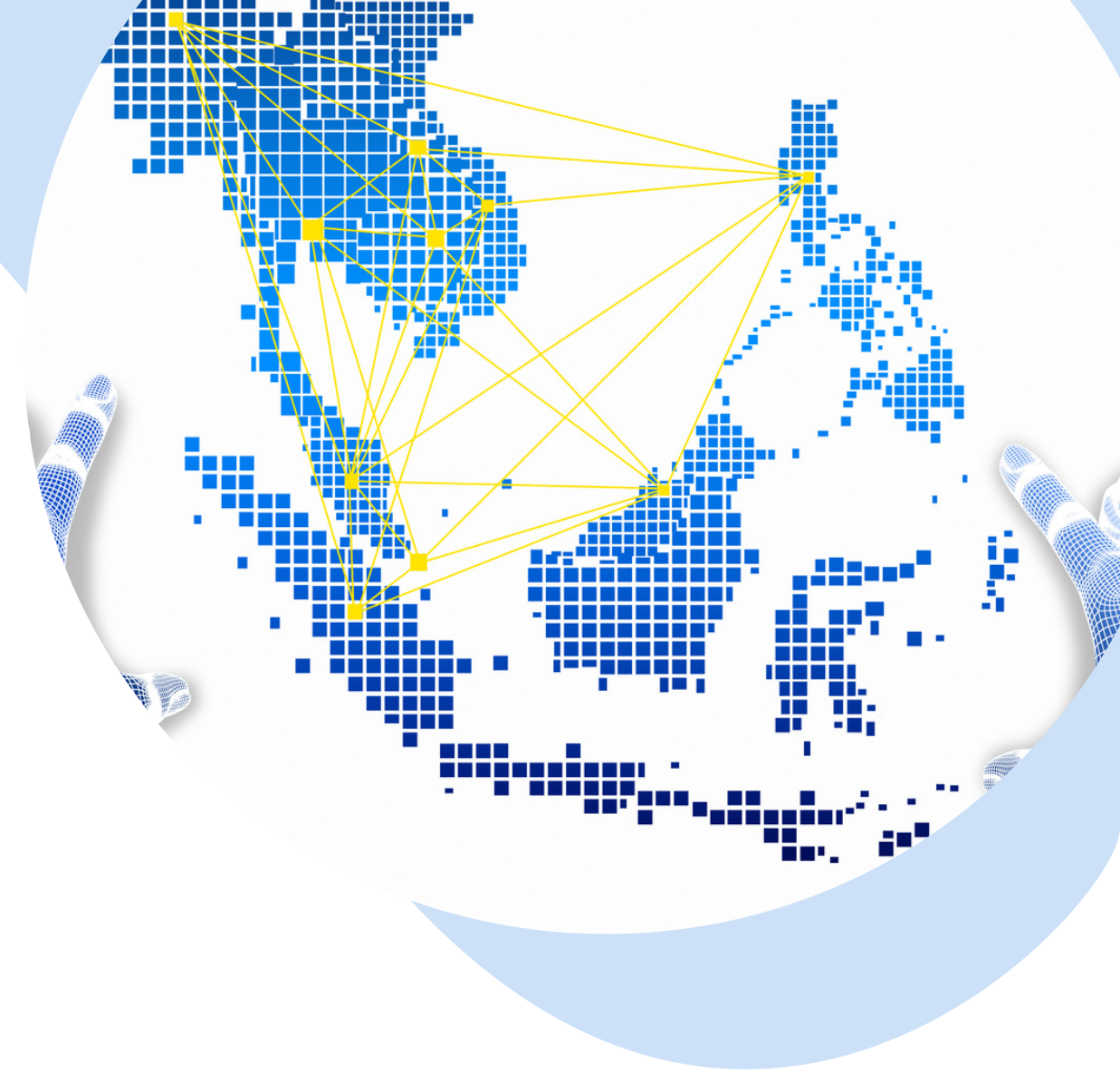


INDONESIA  
MALAYSIA  
BRUNEI  
THE PHILIPPINES

# Vision & mission

The internship scheme aims to:

- give students first-hand practical experience in a field related to their career interest, with exposure to the socio-economic environment of the ASEAN region;
- cultivate students as the “ambassadors” of Hong Kong in the ASEAN region, and vice versa upon their return to Hong Kong, to enhance mutual understanding and strengthen the ties between Hong Kong and the ASEAN member countries;
- foster exchanges at university and industry levels between Hong Kong and ASEAN member countries to unleash potential for future cross-sectoral collaborations.
- groom a generation of culturally savvy leaders of tomorrow to benefit both Hong Kong and ASEAN member countries.



# Overview

## Target

Primarily full-time local undergraduate students at 11 higher education institutions in Hong Kong. Postgraduate and non-local undergraduate students can be included, if the institution/host organisation concerned consider it appropriate, subject to any applicable visa/entry requirements of the ASEAN country (eg. Singapore has an age limit of 25 for Work Holiday Pass holders.)

## Internship Period

During the summer vacation of students, generally lasting from end of May to August. Host Organisations may state their preferred period in the provided Job Description form. Exact reporting period to be discussed between Host Organisation and student intern.

## Duration

A minimum of 6-10 week physical internship in the respective ASEAN country is preferred. Virtual/remote internship in which the student intern stays entirely in Hong Kong will not be accepted.

## Logistical arrangements

Work visa, air tickets, accommodation, insurance etc are to be arranged by the Hong Kong Institutions and/or the student interns concerned. HKETOs' roles are limited to ascertaining Host Organisations' internship requirements, referring them to HK institutions and keeping a record of successful intern placements. Hong Kong Institutions shall ensure that students are appropriately and sufficiently insured for the entire internship period.

## Job scope and screening

Host organisations can set out the job scope and specific requirements (eg. preferred academic faculty) in the provided Job Description Form. HK Institutions will nominate students for selection. Host organisations can conduct telephone or online interviews with the candidates before making offers.

## Number of vacancies at each host organisation

The more the better, subject to provision of proper coaching and sufficient immersion in the industry environment provided by Host Organisation for the student interns.

## Honorarium for interns

Optional

# Participating 11 Hong Kong Higher Education Institutions

**Hong Kong University of Science and Technology**  
<http://www.ust.hk>



**Chinese University of Hong Kong**  
<http://www.cuhk.edu.hk>



**Education University of Hong Kong**  
<http://www.eduhk.hk>



**Hong Kong Shue Yan University**  
<http://www.hksyu.edu>



**Lingnan University**  
<http://www.ln.edu.hk>



**University of Hong Kong**  
<http://www.hku.hk>



**City University of Hong Kong**  
<http://www.cityu.edu.hk>



**Hong Kong Baptist University**  
<http://www.hkbu.edu.hk>



**Hang Seng University of Hong Kong**  
<https://www.hsu.edu.hk>



**Hong Kong Academy for Performing Arts**  
<http://www.hkapa.edu/>



**Hong Kong Polytechnic University**  
<https://www.polyu.edu.hk>



# Implementation Timeline



# Implementation Timeline

**DEADLINE:  
FEB 26, 2024**



## OFFER

- Each Host Organisation to make offer(s) to successful student(s) via the participating Hong Kong Institution(s) concerned. The Hong Kong Institution then inform the student accordingly.

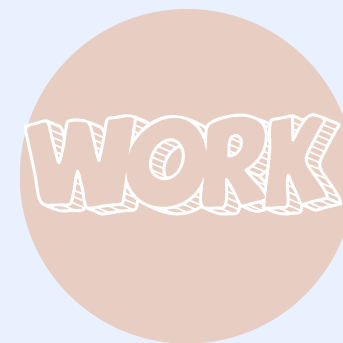
**FEB 26, 2024  
ONWARDS**



## PREPARATION

- Student interns to arrange visa, air tickets, accommodation, insurance etc.

**BETWEEN MAY  
TO AUG, 2024**



## INTERNSHIP

- Student interns to begin internship

**DEADLINE:  
SEPT 2, 2024**



## FEEDBACK

- Host Organisations and HK institutions to submit feedback forms.



# Reasons for companies to join the internship scheme



*Meet our young talented minds from 11 institutions pursuing a wide range of studies to bring fresh perspectives and cross-cultural exchanges to your organisation.*



**Bring in cross-cultural experience to your workplace**



**Tap the creative minds and varied skills of Hong Kong's young generation**



**Identify potential talents to assist in your future expansion in ASEAN or Guangdong-Hong Kong-Macao Greater Bay Area (GBA)**



**Build networks with some of the potential leaders of ASEAN tomorrow**

# Characteristics of student interns from Hong Kong

## CELEBRATION OF ACADEMIC EXCELLENCE

Hong Kong is one of the top education hubs with 5 universities ranking among the global's top 100.

## WIDE SPECTRUM OF ACADEMIC DISCIPLINES

Our energetic students from 11 institutions come with diverse expertise and fresh ideas that can provide value for Host Organisations



Translation/literature



Marketing/public relations/  
advertising



Cultural management



Engineering



Architecture



Performing arts



Fashion design and textile



Law



Statistics



Computer science



Actuarial science



Surveying and property management



Hospitality



Biochemistry



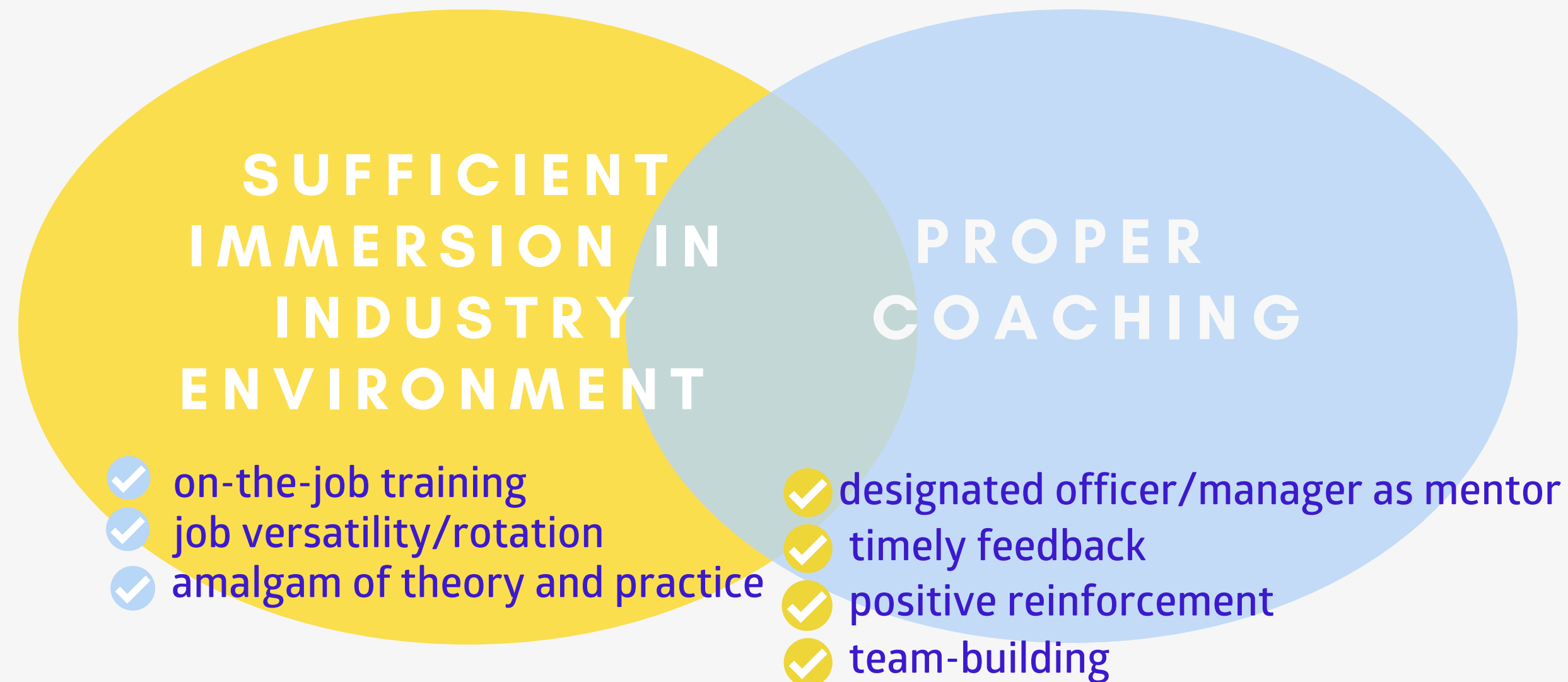
Data science



Government and  
public admin

# Host Organisations should provide -

- Internship opportunities in a standard Job Description Form, followed by selection process upon receipt of information on nominated students from Hong Kong institutions, and announcement of successful candidates via HK institutions according to the implementation timeline
- Necessary support (e.g. providing a letter of offer) for student's visa application
- A safe work environment
- Necessary support to the student intern in case of an emergency
- Proper coaching and sufficient immersion in industry environment by assigning an officer/manager to be the student's mentor



# Reasons for the Hong Kong students to join



**ASEAN as a whole is the world's 5th largest economy. It is one of the most vibrant and fast-growing regions in the world. It is Hong Kong's 2nd largest trading partner.**



**You can hone your skills in an industry of your career interest, gain new perspectives from others' practices, and learn to collaborate with people from a different culture.**



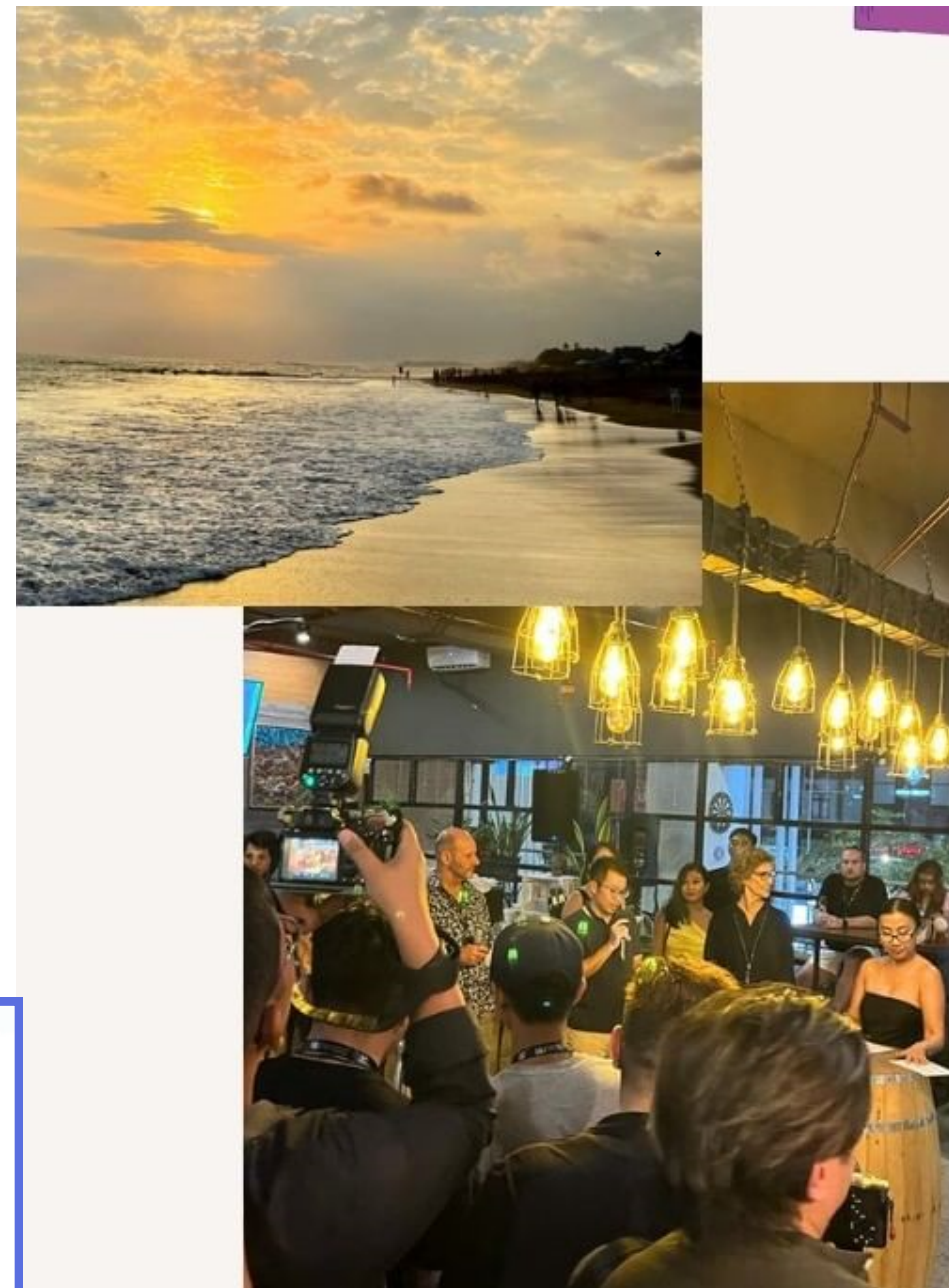
**You can explore the scenery and rich cultural fabric of ASEAN country during the leisure time, and embark on a transformative journey that combines work and travel with deep cultural exchanges.**

# Hear what the students say...



The internship provides me the opportunity to enhance professional skills and achieve self-exploration.

*Manki* CUHK/Cultural Management  
Host Organisation: Jakarta ETO



At the Bali Film Festival, I had the valuable opportunity to meet Hong Kong filmmakers and be involved in cultural exchange in the film industry.



During the weekends, I visited the temples and parks in Yogyakarta in Indonesia. The mountain views are spectacular. I also learned tricks in the traditional puppet show.



My Singaporean colleagues have guided me on every step of sales and booking services and have confidence in letting me handle client liaison work independently.

*Alex HKUST/Operations Management  
Host Organisation: Cathay Pacific in Singapore*



I had the chance to learn the intricate process of event management, starting from scratch and witnessing it evolve into a successful event.

*Lok Yiu (first left, top photo)  
Shue Yan University/Social Work  
Host Organisation: Team Synergy in Singapore*





From social media operation to offline film festival planning, I fully understood the overseas working environment and collaboration process, which laid the foundation for my future employment.

*Rubing (second left)  
CUHK/Global Communication  
Host Organisation: Singapore Film Society*



During my six-week internship, I rotated to six different sections under the operations department. This holistic experience enables me to understand the interconnection of the port operations in a multinational company.

*Akio                      HKUST/Chemical Engineering  
Host Organisation: Hutchison Ports Thailand*

# Other internship snapshots



Gatherings with other interns in the same country



Exchanges with visiting Hong Kong Government officials



Sharing with other young peers



Participation in large-scale trade fairs