

## University of Lincoln Graduate Internship Funding Scheme 2017 - 2018

The university have a funding scheme in operation to support business and organisations to recruit a University of Lincoln graduate. The funding is limited so please contact us to check availability.

### Company eligibility

- Available to any company of any size and sector

### Graduate eligibility

- The candidate must be a recent graduate (completed their course within 3 years) from the University of Lincoln

### Role criteria

- The internship must last for a minimum of 3 months
- The graduate must work at least 20 hours per week
- The graduate is carrying out work that is deemed to be of 'graduate' level

### Salary payments

- The graduate is paid at least National Minimum wage of £7.05 per hour (although we encourage employers to consider national living wage as a minimum). Link to current rates: <https://www.gov.uk/national-minimum-wage-rates>

### Funding provided

- £1000 funding provided to the company
- **\*PLEASE NOTE:** Due to the high volume of interest in the funding scheme packages, availability and allocation of the funding is not confirmed or provided until the completion and exchange of the relevant internship agreement

### Process breakdown

- The company completes our online vacancy system with the advert
- The Careers team will check over the advert before making the vacancy 'live' online and add in our standard text relevant to internship roles.
- The role is advertised through the Careers and Employability service
- Graduates apply directly to the employers
- Once a graduate is selected the employer establishes their own terms and conditions with the graduate
- An agreement is completed to register for the scheme
- A new supplier form is completed if the company are not registered on the University of Lincoln finance system
- Complete feedback forms – company and intern

## FAQ's

### How do I advertise my role?

We have an online vacancy system where you can upload your role directly: <http://employer.lincoln.prospects.ac.uk/>. Please contact the team initially to discuss your requirements to ensure we advertise the role in the best way possible for you.

### Can I advertise a permanent position?

Yes, as long as the internship is at least 3 months you can advertise a permanent role through the scheme.

### Can I advertise a full time role?

Yes, as long as the internship is at least 20 hours per week you can advertise full time roles through the scheme

### I have more than one position; can I receive more than one funding allocation?

Yes, you can receive funding for multiple roles and/or multiple graduates (funding provided for one role/graduate). Funding is limited, please contact to discuss your requirements.

### If I take the graduate on a permanent basis after the 3 months, can I receive more funding?

No, you can only receive one funding allocation for that specific graduate in that specific role.

### Once I have chosen a graduate is there a lot of paper work to complete?

There are only a few steps in the process. You complete a short agreement and you may then be required to complete a new supplier form to register on our Finance system.

### What if the candidate has a Masters qualification?

As long as they also have an undergraduate degree qualification from the University of Lincoln in the past 3 years, that is acceptable. If they have a degree from another university and only a postgraduate qualification from Lincoln University, they are not eligible for the scheme.

### Does the graduate receive the funding?

No, the money will be paid to you as the company/employer.

If you have any other questions or queries, please do not hesitate to contact the team.

## Contact

For more information, please contact:

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*Updated 11/01/2018*