

# **IHAT's INTERNSHIP GUIDELINES**

## **INTERNSHIP**

### **1. BACKGROUND**

India Health Action Trust envisions to impact Public Health Policy and Programmes in the India through the application of Programme Science. IHAT defines Internship as: “a form of experiential learning that integrates knowledge and theory learned in the classroom with practical application and skills development in a professional setting. Internships give students the opportunity to gain valuable applied experience and make connections in professional fields they are considering for career paths; and give employers the opportunity to guide and evaluate talent.”

### **2. INTERNSHIP**

The intern’s work area or project is chosen mutually between IHAT and the intern or college. During the internship the interns get an opportunity to explore, know and contribute in important mainstream work of the organization. The internship will involve field exposures.

### **3. EXPOSURES**

Internship programs are designed to give university /college students an opportunity to complement their formal education with career-related experience. Internships have been initiated by the universities as a formal part of their curriculum. Thus, IHAT supports internship program as it helps students to bring theory into practice and work effectively. Gaining real work experience also helps the interns to make more informed career choices which will result in higher job satisfaction and higher productivity. This form of learning helps students to synthesize classroom theory with real life practice.

### **4. DURATION**

IHAT is flexible in providing internship opportunities to students or individuals based on their academic requirement. However, for national students 1 month prior written application should be sent to the HR department to be considered for the internship. For international students 3-6 months prior request has to be sent to the HR for approval. At the completion of internship a certificate is given to the intern.

## 5. ELIGIBILITY CRITERIA

- 5.1 Should be above 18 years of age, preferably post graduates.
- 5.2 Should have an educational background of social science/public health/research/development/ journalism, media etc
- 5.3 Interns should be able to spend minimum of 4 weeks and a maximum of 3 months' duration during internship.

## 6 STUDENT INTERN POSITION MONITORING

The hiring authority (concerned department) must regularly review the duties performed by student interns to ensure that they are engaged in meeting their learning objectives. It is recommended that the student intern provide a presentation at the end of the internship or at appropriate intervals to demonstrate how the learning objectives were met.

## 7 TERMINATION

Either party at any time may terminate the internship by 1 week notice with valid reason(s). Student terminating the contract without a valid reason will not be permitted to be an intern in the future. However, the Management has right to terminate internship assignment at any time without cause or prior notice. The referring institution shall be informed of this decision within 48 hours thereof.

## 8 COMPENSATION

Please note that internships are not paid, and during the time of internship any travel/expenses is the sole responsibility of the intern unless agreed by the organisation to reimburse the same.

## 9 HOW TO APPLY

Interns need to submit the completely filled IHAT internship application form which you can be download from the website. [www.ihat.org](http://www.ihat.org)