



US-German

INTERNSHIP PROGRAM 2021

May - August 2021

Company Information Package

www.german-american-exchange.com

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US-German Internship Program – Overview

The US-German Internship Program was founded in 2009 by AmCham Germany and BridgehouseLaw Atlanta. Since 2017 the program has been restructured: The German non-profit organization German-American Exchange e.V. (GAE Germany) and German American Exchange Inc. (GAE U.S.), also a non-profit organization, have agreed on a close cooperation. In the U.S., GAE U.S. is the official administrator of the program and in Germany, GAE Germany functions in this role respectively.

Daily business interactions with leading international businesses enable students to gain insights into the German business culture, apply and improve their German language skills and engage with cross-cultural challenges.

Traditionally, our internship program offers 3rd-year college students in the U.S. the opportunity to gain international business experience while improving their German language skills and getting to know a foreign country's customs and traditions as well as its people. GAE only accepts students to its pool of applicants that have taken German as a subject in college and have been recommended by their professors.

GAE aims to cultivate a positive view of Germany among future leaders of the United States. Through new experiences and relationships, we hope to provide interns with the foundation to serve as the next generation of ambassadors of the German-American friendship.

Several companies that participated in past GAE internship programs have offered permanent employment opportunities to their former GAE interns and, thus, found reliable employees.

At the time of its foundation, the program's regional focus was located in the South-Eastern U.S., in particular in and around Atlanta, GA. Since its inception, GAE has been cooperating with the following universities: Auburn University, Colgate University, Emory University, Georgia Institute of Technology, Georgia State University, Piedmont College, University of Georgia, UNC Chapel Hill, UNC Charlotte, University of North Florida, University of North Georgia, Syracuse University, Virginia Tech, Wake Forest University as well as Washington and Lee University.

In recent years, the German-American Chamber of Commerce New York also supported our exchange program, in particular by facilitating student participation from several colleges in the New York region.

For more information, please visit www.german-american-exchange.com.



Should you be interested in participating in our program or have any questions, please do not hesitate to contact us:

German American Exchange Inc.

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The office of Rückel & Collegen in Munich represents the German counterpart of GAE U.S., the German non-profit organization German American Exchange e.V. (GAE Germany).

German American Exchange e.V.

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Selection Process

GAE categorizes students into groups according to their fields of study (e.g. Finance, Economics, Business, Engineering/Medical, Others) in order to facilitate the selection process for host companies. We would like to point out, however, that a definite categorization is not always possible. Therefore, we recommend also reviewing profiles in categories that might not be of immediate interest to you.

As soon you, as host company, have identified a candidate who matches the relevant criteria, we kindly ask you to let us know. We will then start the “matchmaking” process and will mutually introduce you via email. At the same time, you will receive the candidate’s contact information (telephone number and email) for your further correspondence.

We also recommend conducting at least one interview with a candidate, perhaps even in German, to assess the student’s command of the German language, in particular, if German skills are important for an internship.

Please note that interns are matched / placed on a „first come, first served“ basis. Therefore, kindly let us know as soon as possible once you have decided to place an intern in your company.

Housing

Students are encouraged to locate housing on their own and cover the cost. If your company provides students with a housing option, it will be greatly appreciated, but is of course optional.

Sponsoring

If you are currently unable to offer an internship, but still would like to support our GAE-Internship Program, you could participate as sponsor. A sponsor’s logo and company name will be placed on all program materials.

Benefits to your Company

In order to make the involvement visible, GAE presents participating companies with logo and name in the latest program and marketing material as well as on our official website www.german-american-exchange.com Companies and employees benefit from the intercultural experience and personal friendships offered by our program. Many companies that participated in past GAE internship programs have used the program as recruitment tool and offered permanent employment opportunities to their former GAE interns.

Accompanying Activities

GAE will provide a comprehensive orientation prior to commencement of the internships.

Virtual Events

Traditionally, GAE has hosted an annual event inviting interns, host companies, and a public audience to attend a conference dedicated to a special topic. In 2021, GAE is considering hosting one or multiple virtual events providing participating students a great opportunity to get into contact with stakeholders from companies and important institutions in the German-American business community.

Frequently Asked Questions

What are the advantages for my company from participating in the US-German Internship Program?

By participating in the US-German Internship Program, your company actively supports German-American relationships providing U.S. students with the opportunity to gain insight into the daily work of a German company in the U.S. while experiencing German language and culture. Your cooperation with your interns will promote the mutual inter-cultural understanding and creates transatlantic friendships extending far beyond our program. All students are pre-screened by the participating universities only allowing the most talented and qualified students to enter the program.

How does the „Matchmaking“- process work between companies and Interns?

The resumés of all qualifying students participating in the program will be made available by GAE via an online platform. If a company is interested in a particular student profile, GAE will provide the relevant contact information. Simultaneously, GAE will inform the respective applicant about going to be contacted by you. After the company has notified GAE of their acceptance of an applicant, GAE then removes the student profile from the online platform.

Are the interns proficient in the German language?

All interns have intermediate knowledge of the German language and completed at least four semesters of university coursework within one field. However, we kindly ask you to test a student's German skills during the interview, provided a good command of the German language is necessary for the internship position in your company.

Which role has the „company mentor“?

A company mentor is the first contact person for the intern in your company and can assist with any general questions that interns might have, for instance, regarding certain company policies or infrastructure. Also joint after-work leisure activities are optional, but of course not required.

How does the program process work for 2021?

- Qualifying students will be pre-selected by universities.
- Student resumés will be made available for company selection online (via drop-box).
- Internship period: May – August 2021; Universities and students might be flexible due to Covid-19 related semester scheduling.
- Application deadline for students: Friday, February 26, 2021.
- The internship period may exceed 3 months, if negotiated accordingly between student and host company.
- Internship compensation is optional as agreed upon between company and student.

Traditionally, the program dates are set by GAE each year, and interns are expected to complete the three-months internship in its entirety. Host companies and students may agree on alternative dates depending on their preferences or other factors, e.g., modified end and/or start of semesters due to COVID-19 related disruptions or delays.

Will students receive a certificate confirming completion of the internship?

This will depend on your company’s policy/decision. German-American Exchange will issue a certificate confirming the intern’s participation in the program, however, the certificate will not include an evaluation of the student’s performance during the internship.

Fees payable by participating Companies

Position	Fees	Description
Placement Fee	\$650 – 1 st intern \$450 – 2 nd intern \$250 – 3 rd intern	The Placement Fee is used to cover the administrative work of GAE and amounts to \$650 for the first intern and \$450 for a second intern. With the third intern and more/year the fee is \$250. The placement fee is due at the beginning of the internship and will be invoiced.

Non-profit organizations pay a reduced placement fee in the amount of \$250.

Host companies 2018/2019



Excerpt of participating companies (2010 - 2017)



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