



US-German

INTERNSHIP PROGRAM 2022

as of June 11, 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.

To be eligible for the GAE Internship Program, German students must have intermediate (B2-level) knowledge of the English language. They have completed at least two (2) semesters of university coursework in Germany, or five years of work experience after having completed a German technical Ausbildung by the start of their internship. The minimum length of an internship is three months. However, longer internships of four to six months are favored, and 12 months internships may be available. GAE internships are scheduled to begin in late July 2022.

Daily interactions with leading international firms in the U.S. offer German students and young professionals the opportunity to gain insight into the U.S. economy, improve their English language skills, and collect unique cross-cultural experiences. GAE seeks to bring Germany's future leading citizens into direct contact with major U.S. businesses to cultivate first-hand understanding between German and U.S. professionals. Such experiences and relationships can provide a valuable foundation for the next generation of ambassadors to the German-American friendship.

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.

The GAE Internship Program provides German students and young German professionals with an unrivaled opportunity to work with some of the leading companies in the U.S. The internship offers "real world" experience that helps develop critical skills for your professional career. It is often these cross-cultural experiences that make the internship a memorable part of your career.

The renowned German law firm of Rückel & Collegen (Munich, Germany) works closely with GAE to assist with German applicants seeking internships in the U.S. Similarly, the renowned U.S. law firm of Baker Donelson in Atlanta, Georgia assists GAE with U.S. students seeking internships in Germany. However, the GAE administers the program and is the sole point of contact for all questions regarding the internship program.

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



If you have any questions regarding our program, please do not hesitate to contact us:

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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 English, to assess the student’s command of the English language, in particular, if English 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.

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 English language?

All interns have intermediate knowledge of the English language and have completed at least two (2) semesters of university coursework in Germany, or five years of work experience after having completed a German technical Ausbildung by the start of their internship. However, we kindly ask you to test a student's English skills during the interview, provided a good command of the English 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 2022?

- Qualifying students will be pre-selected by German universities.
- Student resumés will be made available for company selection online (via drop-box).
- Internship period: starting July 2022;
- Application deadline for students: April 15, 2022.
- The internship period may exceed 3 months, if negotiated accordingly between student and host company.
- Internship compensation is 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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