Application Procedure for Internships at IFI

A. QUALIFICATIONS

IFI receives applications for internships from all over the world, and we encourage students from any country to apply for semester internships.

Applicants for an internship at IFI should have completed or be studying towards a Bachelor’s or Master’s degree at an accredited university. Although most IFI work is in English, IFI will give preference to Arabic speaking applicants.

B. APPLICATION PROCEDURE

To apply for an internship at IFI, please consult the website for information about the programs at the institute. Decide which program you will be applying to and provide the following:

1. Curriculum Vitae
2. Letter of purpose
3. One recommendation (academic /or professional) Shortlisted candidates will be called in for an interview with the relevant Program Coordinator. Overseas candidates will have to be available for a phone interview.

C. DEADLINES FOR APPLICATION

1. Summer session- April 15
2. Fall session - Aug 15
3. Winter session - Dec 15

D. DURATION

IFI internships can range between 2 to 3 months, depending on the needs of the program, the institute, and/or AUB faculty, as well as the performance and availability of the applicant. Part-time internships: Minimum 15 hours a week (flexible schedule) Full-time internships: Minimum 30 hours a week (flexible schedule)

E. LOGISTICS

Facilities: IFI will provide interns access to AUB campus, AUB library and internet connection.

Applications should be submitted with all requested documents, questions, etc. by email to ifi.internships@aub.edu.lb. For a general overview of the programs and activities undertaken by IFI, please check our website, www.aub.edu.lb/ifi.