



PROFESSIONAL INTERNSHIP PROGRAM | SPAIN

WHAT IS INCLUDED?

Included in the Program:

- Training & Information
- Assessment & Orientation
- Internship Placement
- 24hour Support
- Contact from Spanish partners

Not Included in the Program:

- Visa
- Travel / Accident Insurance
- Flights
- Accommodation
- Extra spending money

FAST FACTS

- Duration:** 13 weeks +
- Application Fee:** AUD\$500
- Remuneration:** AUD\$600-1400 per month
- Location:** Barcelona, Madrid or Bilbao
- Program Fee:** €850
- Optional Accommodation:** Shared Apartment
AUD\$250 /week
(All utilities and Wi-Fi included)

FIELDS AVAILABLE

- Tourism
- Commerce and Marketing
- Interior Design
- Financial services
- General Business
- Cinema and Entertainment
- Communications /Media Consulting
- Sports
- Distribution
- Graphic Arts
- Real Estate
- Non-Profit Work (NGO's)
- Hotel Management and Catering
- Hospitality (Hotels/ Restaurants)
- IT/ Computers/ Internet
- Law (Offices with International Departments)
- New (web) technology
- Architecture
- Fashion
- Leisure
- Optometry
- Education

ELIGIBILITY FOR PROGRAM

THE PROFESSIONAL INTERNSHIP PROGRAM IS OPEN TO AUSTRALIAN CITIZENS WHO:

- Minimum 18 years old
- Correlation between your studies and internship field
- Spanish language requirement: None, Basic, B1 (intermediate) or B2 (advanced).



1. Enquiry & Assessment	During this stage we will get to know you by receiving your CV, Letter of Objectives and Academic Transcript. We will provide you with information about the program. This is your opportunity to find out as much about the program as possible by asking questions!
2. Application & Processing	Once we have been assessed you will receive an email containing all the application documents. This is the point you will need to pay the application fee.
3. Confirmation & Payment	Negotiations with potential host organisations will commence and an interview time with that organisation will be arranged. Once your placement has been confirmed you will need to pay the Placement Fee.
4. Visa & Travel Arrangements	You are to make suitable flight and visa arrangements in order to ensure you will arrive for your program on time. You are responsible for informing Australians Abroad about your flight details.
5. Program Participation	Time for you to have the adventure of a lifetime! Australians Abroad as well as local contacts will be supporting you throughout your journey. We also require that you submit feedback at the end of your trip.

PROFESSIONAL INTERNSHIP PROGRAM | FAQs

Will I get paid for my placement?

These specific internships in Spain with Australians Abroad are paid positions. This ensures sustainability of our internships.

Do I need to speak fluent Spanish?

To be eligible you don't need to have a high Spanish level, although we do advise to domain basics. We work with English speaking Businesses in Spain for which you don't need to have an advanced language level. Specific Internships with direct contact with Clients or technical staff such as Engineering, Law, Hotel Management will need an Intermediate Spanish level.

Is accommodation included in the fee?

The fee does not include accommodation. However we can arrange accommodation in a high end shared Apartments which are all located in exclusive central areas of the city or you can book your own accommodation.

Who will organise my visa?

It is your responsibility to organise visas. We are able to assist you with this but you will need to submit all documentation.

What can I expect to be doing in my placement?

Most Professional Internship programs are office based. You mainly help as an administrative assistant within a specific department or company. You will be involved with the general day-to-day tasks, so you can understand how a Spanish company in your field of studies operates. You may also be asked to do research or help with specific projects. You will not, for instance, be developing a marketing or advertising campaign or dealing with clients directly as an intern.

What happens if I have a problem or if I am not happy with my placement?

You will have 24 hour emergency contacts in both Spain and Australia. You need to speak with us if you are unhappy. It is better to address any problems early before they become harder to manage.

I want to apply for this program! What is the next step?

Firstly, congratulations on making the decision to participate! Once you have decided that this is the program for you please contact Australians Abroad at marketing@internships.com.au and we will advise you of the next steps. There are a few application documents so please leave yourself with 3-4 months between applying and wanting to begin your adventure! Australians Abroad will be with you every step of the way.