

LSM4299 FINAL YEAR INTERNSHIP IN LIFE SCIENCES – STUDENT’S FAQ

Q1. What are the criteria for an internship to be recognized as an LSM4299 project?

An internship project must meet the following criteria:

- The internship must encompass a main project with defined aims/objectives and deliverables.
- It is important that you discuss with the employer/supervisor to work out only one or two main projects that you will focus on during the intern program (>80% of time commitment). Evaluation by the university academic staff will be based on the main project(s).
- LSM4299 projects must encompass an applied context that aligns broadly with the field of Life Sciences. Additionally, these projects can extend beyond the traditional basic or preclinical science research. Suitable non-academic research projects may encompass areas such as administration and management, outreach and public awareness, marketing, regulatory affairs, quality assurance.
- Duration of full-time commitment of minimum 20–24 weeks (following university exam timelines, please see Q4 below)

Please be aware that certain projects may resemble research endeavors. Therefore, it is important to distinguish between research and internship projects. All internship projects and associated work plans must undergo approval by the LSM4299 coordinators, and we maintain a generally flexible approach.

As a general guideline, if a project closely resembles an honours-level research project, it is likely more suitable for that category. Projects with a strong research focus, especially those hosted within NUS or other academic/research institutions are typically not considered for LSM4299.

To qualify for LSM4299, a project must have relevance to life sciences. This is one fundamental difference between UPIP and LSM4299 projects.

Q2. For the job scope/objective of the internship, will NUS provide the students with an internship objective and/or plan out a suitable job scope for the students?

Life Sciences internships can cover a very broad spectrum, so we do not prescribe the specific job scope/objective(s). These are for the student to work out with the employer during interviews or follow-up discussions. The overarching guiding principles to keep in mind are;

1. The scope/objective(s) should have to do with work/applications rather than fundamental/pre-clinical research and
2. The projects should have tangible deliverables.

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Q3. How do students find out about available internship postings for LSM4299?

Students can go onto [NUS TalentConnect](#) to look for available internship job openings.

For self-sourced internships, students can first forward the Job Description (JD) to the LSM4299 coordinators for their review to see if the internship can craft a project that is broadly related to Life Sciences.

Once the JD is approved, the company i.e., employer must upload the internship posting onto the TalentConnect (TC) portal and list it under the relevant LSM4299 work term. The posting needs to be approved in the TC portal by the course coordinator before students can apply for the position. The application process for LSM4299 can be found in Q6.

Q4. What is the duration of (and when are) the internship periods?

The duration of the LSM4299 project/internship is 20–24 weeks (minimum 20 weeks). The course is offered/run in two periods/semesters:

- Semester 1 (~July to November)
- Semester 2 (~December to April)

Specific dates are updated every academic year following university calendars. There is some flexibility in the start/end dates which are subject to approval on a case-by-case basis. Regardless of the exact start/end dates, final report submission and presentation dates can **NOT** be changed (see below).

Q5. Can the internship start/end earlier or later than the stipulated deadline for that semester?

Yes, if the following are met:

- Start of not more than 2 weeks later than the latest starting date
- If starting late, the end date must be pushed back accordingly. i.e., a minimum 20-week internship period.
- No change in assessment deadlines (FINAL report and presentation), so submit the report and make the presentation and then go on to complete the remainder of the internship.
- An earlier start or extension of the internship duration can also be considered (on a case-by-case basis). It is important to note that the extension shall not compromise academic activities; any additional internship work beyond the stipulated 20-24 weeks will not be considered in university evaluation.

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Q6. What is the general procedure for the LSM4299 application?

- Step 1.** Read LSM4299 guides and understand the timeline and project requirements.
- Step 2.** Source for internship positions under [NUS TalentConnect](#), under the work term, “**FOS Final Year Internship in Life Sciences (LSM4299) AYXX/XX Sem 1**” or “**FOS Final Year Internship in Life Sciences (LSM4299) AYXX/XX Sem 2**”, go for interviews, discuss LSM4299 requirements and work out project details with potential employers/supervisors. (All internship positions [under LSM4299](#) have been pre-approved)
- Step 3.** Employers will accept and offer you the position via NUS TalentConnect. Student needs to accept the offer, by clicking ‘Accept position’ on the portal once the position is offered by the company.
- Step 4.** Once you have accepted the offer, your application to LSM4299 will be finalized. An email will be sent to you later regarding the completion of the LSM4299 project information form.

**Missing out any of the above steps will result in your LSM4299 FYI application not being recorded.*

At any time during this process, you could email the course coordinators to enquire about your project suitability for LSM4299. In your email, please provide information on the project title, workplace, project aims, work plan, and deliverables.

Q7. Does the employer have to pay an allowance/salary?

This is up to the employer and the student’s negotiation with the employer. The payment of allowance/salary has no bearing on the LSM4299 programme, which is only to provide a framework to formalise the internship as a course that is graded/has credits.

Q8. Is the student expected to attend classes during the internship period?

NO. The student is assumed to be working full-time during the internship period. Any time off for students to attend classes, etc., is at the company’s discretion, and for the student and company to negotiate. (**NOTE:** For the Semester 2 internship to meet the 20-weeks, the internship has to start in November before Sem 1 exams (Otherwise, the student will need to request/negotiate with the employer for time off to attend their Semester 1 exam).

Alternatively, the student may negotiate with their prospective employers for the internship to start a bit later (after Sem 1 exams), and correspondingly end later such that the minimum 20-week duration is still met, and as long as the report and presentation deadlines are met, i.e., submission of the report and presentation in NUS is still by Week 13, after which, the student goes back to complete the remaining weeks of internship.

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Q9. How will the students be graded?

The students are graded by both the internship supervisor (on performance in the workplace; 40% of overall mark) as well as by academic assessors in NUS (on monthly logs, presentation, and final report; 60% of overall mark).

Q10. What are the roles of the academic assessor at NUS?

1. Each student is assigned one academic assessor.
2. The academic assessor will evaluate the monthly log, the presentation, and the final report.
3. The academic assessors are NOT advisers. Generally, they will NOT feedback on project progress or workplace operation issues.

Q11. How to get the most out of my internship?

Below are some links containing articles on internship advice.

<https://hbr.org/2016/07/6-ways-to-make-the-most-of-your-internship>

<https://money.usnews.com/careers/articles/2018-01-10/health-care-jobs-abound-heres-how-to-tap-into-the-hot-job-market?int=careers-rec>

<https://www.entrepreneur.com/article/289673>

<https://internsdc.com/internship-advice/how-to-be-the-best-intern-ever/>

<https://money.com/10-ways-to-get-the-most-from-your-summer-internship/>

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