



Melville Business Strategy Part-time Paid Internships (20 hrs./ week) Employer FAQ Application Questions

- Can I hire more than one student intern during a period of time?

Yes, you can have multiple interns who are assigned to different projects.

- What is the maximum number of interns I can hire?

There is no limit to how many interns you can hire, However, you will be required to submit a separate application if you are interested in more than six interns. The maximum number of interns per application is six (6).

- When will I receive confirmation of my application/registration status?

We will provide you with an update about the status of your submission within 2 business days from your application time.

- Why would my application not be accepted?

Common/major reasons applications are not approved:

- Lack of details provided in the application form. Please follow the instructions closely and provide details as prompted in the application form.
- The role detailed in the application form does not solve a strategic business problem. Jobs that are very administrative heavy and do not provide a solution to a business problem will not be accepted.

- Are there any organizations that are not eligible to apply to the MBSI program?

Currently, all organizations are eligible for Mitacs funding, including Cities, Municipalities and Public Universities.

- I have already hired a student this past summer/fall term for an internship through a Business Strategy Internship BSI program. Am I eligible to apply again?

Yes, companies are now eligible to apply multiple times to the MBSI program. Please make sure that a new application form is filled out for every student requested.



- Can I apply for funding for more than one Mitacs student intern position?

Yes, you are eligible to apply for funding for multiple MBSI positions. Please fill out a new application form for every intern and project you are applying for.

- How do I find a student to work for my organization?

Once your application is accepted, details from your application will be used to form an internship job posting. Roles will be posted for between 5-10 business days and promoted to students across programs at the KPU Melville School of Business.

- When is the deadline to apply?

The deadline to apply for May 2022 funding is February 11th, 2022.

- Can I access my job posting once it has been posted online? Am I able to review applications as they come in?

Due to program capacity we cannot provide you with access to your job/internship description once it has been approved. We are not able to provide you with access to applications until the job posting has closed.

- What if I already have a student in mind that I would like to hire?

Please specify your student's name at the end of the application form and include what program they are in. If you identify a student, your role will not be posted on our online internal job board.

- What if I cannot find a student that I would like to hire?

We will work closely with your organization to try and find you a candidate through internal promotion of the program and our internal job distribution. If you do not receive more than three applications to your job posting, we will re-post and extend the amount of time that your job is posted online.

- When can my student start working?

Summer 2022: (Depending on the student that you choose to hire, May 5th- 9th 2022).



- Is the student an employee of the organization, KPU, or funding organizations?

The student is paid through KPU payroll, so is considered an employee of KPU.

- How do employers pay their part of funding contribution? Can I pay the employee fee in installments?

50% of your funding will come from [Mitacs](#); they will send an invoice to your company within two weeks of submitting your final application documents (KPU Melville will support you through this process). The amount will need to be paid to Mitacs in one single installment. 25% will come from RBC for eligible interns (students must be aged 29 years or younger at the time of application).

- Do international students qualify for this fund?

Yes, international students are eligible to apply for these funded internships. Students need to be located in Canada for the duration of their internship.

- Is there a maximum amount of payment that each student can receive?

All student interns will receive \$10,000 over 6 months of part-time work.

- Where can I find more information about the MBSI program?

Please email us at business@kpu.ca for more information about the Business Strategy Internship program.