Virtual Global Work Attachment Programme 2022
(Virtual GWAP 2022)

FAQ

Programme Nature

Q: What will I be doing if I am enrolled in the Programme?
A: If you are enrolled in the Programme, you will be working virtually for a company located in Australia, China, Germany, Taiwan, or South Africa. Job nature includes Business Development, Digital Marketing, Finance & Operation, Graphic Design, IT, Programming, Research, Video Production, Web Development, Writing, etc. Please note this is for your reference only. The job opportunities vary each year. The job nature of the virtual internship would depend on the availability of internship positions, the student’s suitability for the role, etc. You may indicate your preference via the online application form. The GWAP Team will help match your experience/academic qualifications to the job requirements of the interning companies. Thus, please be prepared you will be nominated to any Virtual GWAP’s interning companies at the end.

Programme Deposit

Q: Is there any fee I need to pay to join the Programme?
A: Virtual GWAP participants are required to settle HK$2,000 deposit as caution money to confirm the admission to the Virtual Global Work Attachment Programme (Programme).

Students will receive a reimbursement of the deposit payment when they have completed the Programme with satisfaction, fulfilled all Programme requirements, and submitted all the required documents to CLC before the deadlines or upon completion of the Programme. Please expect the reimbursement procedure to take place in September or October 2022. Students will also receive a learning allowance of HK$5,000 at the same time.

Students who fail to meet any of the Programme requirements or decide to withdraw from the Programme at any time for any reason, the deposit payment will be forfeited in full.

Eligibility

Q: Am I eligible to join Virtual GWAP?
A: If you are a current CityU full-time Year 1, 2, or 3 undergraduate students, you are eligible for joining the Virtual GWAP.

Choice of Employer Location and Job Nature

Q: Will I be assigned to a participating organization or I would be able to choose one?
A: Students may indicate their preferences on the online application form. Job matching will be processed based on the data on the application form, CV, admission interview performance, job requirements, etc.

The job opportunities vary each year. The GWAP team would try to match student’s preferred employer location and job nature with the available position. But eventually, it would depend on the availability of internship positions, the student’s suitability for the role, etc. The interning organizations will make the final decision on the virtual internship offer.
Work Hours

Q: I am also planning on my schedule for the upcoming summer term. Would it be ok to have other arrangements if I enrolled in the Programme?
A: The Virtual GWAP is a work placement but conducted online only. Please expect to work 20 to 25 hours per week for 8 to 10 consecutive weeks between June to August 2022. Student interns should follow the work schedule and the employment period set by the interning organization. Students may discuss the exact starting date of the internship with their interning companies within the internship period.

Students might have other arrangements or plans for their summer term, whether work or study-related. Students who confirm to participate in this Programme should understand they will dedicate their time and effort to complete the whole virtual internship period, achieve the best performance and maintain a high standard of professional ethics and behaviors during the internship. Please consider and plan carefully before you commit to this Programme.

Delivery Mode

Q: If the COVID-19 pandemic is over before the internship starts, will students need to fly to the employer's country to work?
A: The virtual GWAP will be conducted online between June to August 2022 regardless of the development of the COVID-19 situation. Students will work from 8 to 10 consecutive weeks within the period.

Q: How will the virtual internship be conducted or carried out?
A: The Virtual GWAP will be conducted via online platforms, for example, email, zoom, skype, or platforms suggested and provided by the interning organization.

Assessment and Evaluation

Q: Is there any assessment and evaluation report that needs to submit for completing the Programme?
A: Virtual GWAP participants will be assessed by the respective CLC country manager and the supervisor of the interning organization. Participants will need to fulfill and submit the following items for completing the Programme.

- Fulfillment of the virtual internship working hour requirement
- Satisfactory feedback from the virtual internship employer
- Attendance of 2 CLC career preparation workshops, compulsory pre-internship training session, regular meetings with CLC, and post-internship sharing session
- Submission of weekly reports and learning reflective journal
- Submission of pre-internship self-evaluation form and post-internship self-evaluation form

Learning Allowance

Q: Is there any learning allowance provided to me?
A: If you successfully completed the virtual internship, with satisfactory performance, fulfilled all Programme requirements, and a CGPA of 2.8 or above, you would be granted a learning allowance of HK$ 5,000 in September or October 2022 by bank transfer to your local (Hong Kong) bank account record on AIMS.
Certificate

Q: Will I receive a certificate after completing Virtual GWAP?
A: Students will be awarded a “Certificate of Participation” after successfully completing the virtual internship, with satisfactory performance, fulfilling all Programme requirements, and with a CGPA of 2.8 or above.

Credit Transfer

Q: Can I apply for a credit-transfer?
A: Virtual GWAP is an experiential learning activity. Please share the Programme details with your department to check if Virtual GWAP 2022 is eligible for applying for a credit transfer.

Other Enquiries

Other questions should be directed to the Virtual GWAP Team of Career and Leadership Centre (CLC) by email at clc.gwap@cityu.edu.hk

CLC reserves the right to amend the above information from time to time. In the case of any disputes, CLC reserves the right of final decision.

Last updated on 21 March 2022