



**interntown**

Here to help you. Make it happen!

# University Brochure

## ★ Who we are?

Interntown is an internship agency located in the beautiful city of Brighton, UK.

Interntown provides a tailor made service arranging internships for international university students (Erasmus and Leonardo candidates) in UK companies. We will help you to find the internship which will best suit your experience and field of study. We will assist you every step of the way and help you make an excellent impression. The majority of internships are based in the South of England and London which provide significant opportunities to gain professional experience and enhance career opportunities.

## ★ Why internship?

- Gain professional work experience
- Improve your employability in the job market
- Get cultural experience
- Extend your professional network
- Improve English language skills
- Meet new friends

## ★ What service do we offer?

- ✓ Personal internship coordinator
- ✓ Reviewing CVs and motivation letters
- ✓ Arranging interviews with the employers from the relevant industries
- ✓ Arranging an internship with a UK employer
- ✓ Mentoring throughout the internship
- ✓ Certificate of internship completion

## ★ How much does it cost?

Our service is FREE for students.

## ★ How does it work:

### Stage 1

We receive your enquiry and ask you to fill in our application form. We review it and get back to you with additional questions.

### Stage 2

You submit CV, motivation letter, copy of ID with photo, application form and signed contract. We contact employers in the UK.

### Stage 3

The document pack is submitted to interested employers. Interviews arranged.

### Stage 4

With successful interview, we confirm your internship.

### Stage 5

We provide support and mentoring throughout the internship.



Please contact us by e-mail at [elena@interntown.com](mailto:elena@interntown.com) or via skype Intern.town



Interntown provides a tailor-made service to UK businesses, finding motivated international interns to benefit your company.



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