

The Wharf ArchDesign Resource Trust
and
The Chinese University of Hong Kong
School of Architecture

Architectural Design Internship

Introduction

Critical thinking and innovation are two key components in creative architectural design. Apart from studio experience gained at the School of Architecture, the best way to acquire such skills and experience is to work alongside accomplished designers in an actual work environment. Effective internship is a useful means for translating what is learnt in the academic setting to actual work situations, thereby, fostering sharper design sense and skill. International internship has the added value in giving students multicultural exposure and understanding.

The Wharf ArchDesign Resource Trust (the Trust) offers up to two Architectural Design Internships (the Internship) to final year students of the Master of Architecture programme of the School of Architecture, The Chinese University of Hong Kong. The objective of this programme is to provide opportunities for students to undertake the Internship in international design practices that are at the innovative edge of architectural design. Such a working environment will allow the interns a hands-on understanding of the practice of architecture and urban design, and at the same time the exposure to working alongside designers in an atelier setting. This will greatly enhance student's design skills and outlook.

Students will work in an overseas architectural firm for a three-month period in the first instance. Then, students can apply for extension to the Director of the School of Architecture for another nine months (total twelve months). The Trust will cover an economy-class round trip air ticket and stipend up to maximum of HK\$350,000 for a full-year programme.

Eligibility

Full-time final year students of the Master of Architecture programme at CUHK. The awarded student(s) shall proceed with the internship application at the firm of his/her own choice. The internship should only commence after M.Arch Year 2 study subject to satisfactory academic results (cumulative major GPA 3.0 or above).

Selection Criteria

The Internship is selected jointly by the Trust and School of Architecture, CUHK. It will be offered to the applicant based on, but not limited to, the following criteria:

- Excellent skills in architectural and urban design;
- Potential contribution to architecture design in Hong Kong;
- Academic record and performance, and professional goals;
- Good grasp of spoken and written English;
- Demonstrate intense interest and intention to join the Internship as well as commitment to complete the full programme;
- Financial circumstances might also be taken into account in the final selection.

Selection Panel

Two panel members from the Trust and two panel members from the School of Architecture, CUHK

Extension Criteria

The Internship will be given for three months in the first instance. Upon completion of the first two months, students can apply for extension of another nine months to the Director of the School of Architecture. Student should submit the first quarterly report and Internship Employer Evaluation for consideration. The extension of Internship depends on the followings:

- Satisfactory performance
- Student's working experience
- Benefits to student's future development
- Final endorsement by the Trust

List of Architecture Office

The student shall prioritize 3 to 5 architectural offices of internationally recognized standing. The school would help to approach the firm for the Internship position.

Internship Disbursement

The disbursement of the Internship will be on three month intervals, the first installment being HK\$100,000, and subsequent three installments at HK\$80,000, HK\$80,000 and HK\$90,000.

Intern's Responsibilities

The School of Architecture will provide assistance to the awardee for internship application. Upon securing the Internship, it is the intern's responsibility to contact the internship employer of his or her choice for agreeing to be engaged in the practice for the purpose of this Internship. The intern should sign a working contract with the practice directly after verifying all office policies. The intern should apply for the appropriate visa for the internship, with the assistance of the internship employer. It is also the intern's responsibility to represent the School of Architecture, CUHK, through a conscientious and professional attitude as expressed in their personal manner, work attitude and appearance.

Internship Employer's Responsibilities

It is the responsibility of the employer to give the intern students a broad exposure to a full range of professional practice activities, provide meaningful task assignments, guidance and timely feedback, and assign a senior-level person as the intern's supervisor.

Documentation of Internship

1. A quarterly report consisting of monthly work log and a brief summary indicating the type of tasks the student has undertaken. At the end of every three months, the employer shall sign on the quarterly report indicating that the record is, to the best of the employer's knowledge, a true and accurate record of the intern's experience and performance. The first report shall be submitted at the time of extension application. The School of Architecture shall forward a copy of the report to the Trust for information.

2. Internship Employer Evaluation written by the student and evaluated by the employer at the time of extension application and at the end of the internship.
3. Internship Report stating the benefits and experiences earned (in both practical and personal sense).

Presentation

The student interns are required to give a presentation in the School and in the award presentation ceremony the following year to share their internship experiences.

Application

Students please submit the following documents to the General Office before the deadline for application:

1. Completed application form.
2. Copy of academic transcript(s).
3. Personal Statement detailing the goal and objective for the internship, how the internship will improve and enhance your future development.
4. One recommendation letter from a faculty member of the School of Architecture.
5. Portfolio in hard and soft copy. (Please send the soft copy to Ms. Meiling Lo at meilinglo@cuhk.edu.hk)

A selection interview will be held after the application deadline, which applicants are required to attend.