March 22nd, 2012

***Dear Fellow Trojans & Friends,***

It is my great pleasure to inform you that the USC Marshall Summer Internship Program (MISIP) is heading back to Jakarta again this year.

MISIP is about to celebrate her 2nd anniversary this summer (June-July 2012).  We successfully launched MISIP in 2011. Indonesia (Jakarta) was entrusted as the pilot project of MISIP in South East Asia. Our MISIP was the FIRST launched in the region, while Bangkok is to follow Jakarta to launch its MISIP this year.

The USC Marshall School of Business Dean James G. Ellis and Center for International Business Director Dr. Richard Drobnick reassured us that Indonesia is looking ever poised, ALIVE & HAPPENING in the eyes of our young interns. As excited as the interns are, I believe that MISIP is quite unique.  It is more than just some free internship program being offered to students.  MISIP provides an international “out-of-the-campus” experience that will enable Marshall students to participate in Indonesian business activities and to adapt to Indonesian culture.

We will have 15 superb interns this year, who have been selected from 65 excellent students who applied for 2012 MISIP.  These 15 talented and highly motivated individuals will add value to their company hosts, where they will be placed for the 8-week internship. We expect that our interns will be assigned to a specific “project” and will work with other Indonesians on the project team.  Upon their return to LA, these 15 interns will become lifelong ***Goodwill Ambassador for Indonesia,*** as have the 2011 interns.

I hope that your company will consider hosting a MISIP 2012 intern. If so, together we will welcome these young Trojans to experience Indonesia’s fascinating society, as well as gain international business experience working in our firms. The sponsor hosts, the interns, the USC Marshall School of Business and AUSCI—all working together—will enhance the global competence of Marshall students and will promote U.S.-Indonesia relations.

Thank you for taking time to consider my invitation. I look forward to hearing from you soon. Please contact me if you would like additional information about  MISIP 2012.

**Fight On!**

**Sukowati Sosrodjojo**

Chair of MISIP

Member of AUSCI Board of Advisors

2012 Internship Sponsor Participation Form

**M**arshall **I**nternational **S**ummer **I**nternship **P**rogram--Indonesia

**Please review the attached “2012 MISIP—Indonesia Announcement” prior to completing this form.**

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Company Name :

Contact Person :

Title / position :

Email Address :

Office Address :

Phone No. :

MISIP placement & Supervisory :

Division Name :

Direct Supervisor Name :

Email address :

Title / position : HP No. : ………………………

|  |  |
| --- | --- |
| No. | Sponsoring MISIP |
| 1. | Would you like to host one or, possibly, two interns? |
| 2. | Please describe the type of work activity that the intern (s) is likely to be assigned (in one or two paragraphs): |
| 3. | Please give your company profile (**brief** summary) |
| 4. | You firm should arrange the airport pick up of your intern when they arrive at the end of May. **If feasible,** it would be very nice if one of your young staff who the intern is likely to work with could do the pick up. |
| 5. | You firm should help the intern find an affordable, clean, and safe apartment that is reasonably nearby your office. |
| 6. | Intern supervisors are expected to make a “best effort” to participate in a MISIP Workshop about half-way in the internship. |
| 7. | After the completion of MISIP, the internship supervisor should complete a USC evaluation survey. (in August) |

AUSCI will arrange the following program for MISIP, all of which shall be scheduled after the office hour or on weekends. We will inform the dates to you in due course.

Other than these following 7 programs, MISIP interns will be under your direct supervision, whilst being absent from work shall require your permission.

If your intern get sick, an official letter from a Doctor should be presented.

**AUSCI Program for MISIP** :

1. **Welcome DINNER\***  -- 1st week after arrival
2. **Recreational outing** ( Jakarta City Tour)-- Saturday of the 1st week after arrival
3. **Company outing** – visit factories/ plantation (**Saturday of the 4th week – End of June**) . We usually plan our visit to SOSRO & McDonald’s burger bun factories. However, we are OPEN for NEW factory visit proposal. You are most welcome to propose a factory visit to us. (Please submit proposal by end of May)
4. **Cultural outings** – JOGJAKARTA (3 days 2 nights **Fri**- **Sun** in 1st or 2nd week of July). We will need your permission for one Friday off work for this trip.
5. **AUSCI Trojan Talks Series** – DINNER**\*** Networking event with USC Alumni (on any given weekday in June or July) – 1 time talk event only.
6. **MISIP** **Workshop\*** (DINNER)– Review & Evaluation. Interns and intern supervisors are requested to make a “best effort” to participate.
7. **MISIP Farewell** lunch**\*** or dinner**\*** – (End of July)

**\***) We cordially invite CEO, and Direct Supervisor(s) of interns to join our DINNERS reception.

We understand and agree with our responsibilities in sponsoring a 2012 student intern.

Date : …………………………………………..

Approved & Signed :

…………………………………………………………

Full name : …………………………………….......

Please fax your form to : **(62-21) 5706370**, attention Novita Melani

Or email to : [**novita.melani@ausci.org**](mailto:novita.melani@ausci.org) **before** end of March

**FIGHT ON!**