

Application guide



IAESTE
SWEDEN

For the February 2019 internship application period

- 1** Make an account on IAESTE Sweden's internal application platform:
<https://cth.moveon4.com/locallogin/5c07800f81ba9741518b4759/eng>
Check your email for a link to confirm your account and set your password.
- 2** Log into your account. Under Practical information, you can find the link to view all the available internships:
<https://cth.moveon4.com/publisher/14/eng>
You can search by study level, country and subject area. If you just click search, you will be able to see all available internships. After searching, if you choose the "Relations" tab, all available internships will show in a list format.
- 3** Complete your Personal Information, Educational Background and Emergency Contacts. Make sure to mark page as complete and save your progress!

- 4** Choose the internship(s) you want to apply for under Preferred Stay Abroad. You can apply for up to 5 internships (press +priority to add one more internship), make sure you add them with the most wanted internship first.

Preferred stay abroad	
Priority (1)	
Country	Please select
Institution	Please select
Stay opportunity	Please select
Wish for start date	Day / Month / Year
Duration in weeks	Please select

- 5** Upload your documents as PDF. The Letter of Motivation/Cover Letter should be quite general as you can apply for more than one internship with the same Letter of Motivation. Letter of recommendation is not mandatory for your application, and can also be replaced with an English test result if you have one.

Relevant Documents to be uploaded	
CV/Resume*	Välj fil Ingen fil har valts
Letter of Motivation*	Välj fil Ingen fil har valts
Portfolio (Only for students in Architecture)	Välj fil Ingen fil har valts
Letter of recommendation	Välj fil Ingen fil har valts

- 6** Read through and accept the Disclaimers and Submit your application!
IAESTE Sweden will then consider your application and get back to you within a month.

- ?** Still have questions? Get in touch with us through iaestesweden@chalmers.se, or reach out to us through your local committee (IAESTE Luleå, Umeå, Uppsala, Stockholm, Linköping, Göteborg and Lund).

Apply before
February 28th!



IAESTE Sweden