



Turing Scheme funded opportunities in Vietnam – Work Experience Programme

STUDENT CALL 2023-24

The call is now open for undergraduate BU students from BUBS, FST and FMC, to undertake an internship organised by British University Vietnam (BUV), Ecopark, Hung Yên, Vietnam.

Spaces available: 3

Duration: 6-12 weeks (June – August 2024)

Application deadline: 14th February 2024

All details including the eligibility criteria are outlined below.

Summer Project Details

This call is open to undergraduate students from FST, FMC and BUBS, who will have the opportunity to take part in the following:

- A traineeship at a Vietnamese organisation to help improve employability skills in Vietnamese/ inter-cultural working environments.
- Cultural activities organised by BUV to help students familiarise themselves with the Vietnamese culture and the work culture in Vietnam.
- A preparation session organised by BUV which will train students on various essential working skills.
- Final report/presentation delivered by students about the knowledge and experience gained during the project.

Experience and skills:

- Engage in hands-on work experience opportunities in Vietnam, allowing you to apply theoretical knowledge gained from your studies
- Expand your professional network and broaden your horizons
- Develop key transferable skills such as teamwork, communication, problem-solving, and adaptability, which are highly valued by employers
- Learn to navigate through unfamiliar situations, understand different work styles, and break down cultural barriers in the workplace
- Step out of your comfort zone, challenge yourself, and gain a deeper understanding of different cultures and work environments

For 2024 the focus of this programme will be on the following areas:

- Business (Business Management, Education, Event, Marketing, Logistics)
- Games, Computing, Cyber Security
- Hospitality & Tourism
- Arts, Design, Photography

How students will be matched to employers:

- A list of vacancies will be made available in January – February 2024.
- Students will need to submit an application package to BUV that contains their CV and Cover Letter.
- Upon successful submission of applications, students will be invited to a virtual interview with their potential employers.
- Selection decisions shall be made based on students' performance during the interview.

For more information on BUV, please visit their website [here](#).

There will be a **registration fee of VDN 4,500,00 (equivalent to £150)** payable to BUV to participate in this programme. Payment for the programme must be made at least one month prior to the start date of the programme.

Further details on who is eligible and how to apply are also included below.

Travel and Accommodation

Students are responsible for arranging payment for their own travel and accommodation.

The BUV Accommodation Team offers dedicated support to BU students to help them find suitable housing options (usually a well-furnished apartment) that satisfy their preferences and budget prior to their arrival in Vietnam. This support shall be provided to students immediately after they receive their visa approval letter to enter Vietnam. Campus accommodation is currently unavailable.

Turing Scheme funds are provided as a contribution towards these costs.

Who is eligible?

This programme is specifically open to undergraduate students from BUBS, FST and FMC.

Students from disadvantaged backgrounds

Students from **disadvantaged backgrounds** will receive a travel grant as well as higher cost of living grant. To be eligible for a disadvantaged background status, you must meet at least one of the following (1-4):

1. **Household income of £25,000 or below** (as assessed by Student Finance England/Wales/Scotland/Northern Ireland),
2. **In receipt of a BU Maintenance Bursary or BU Hardship Fund for the current 2023/24 academic year.**
3. **You meet one or more of the following:**
 - Student receiving Universal Credit or income-related benefits because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them, such as a child or partner
 - Care-experienced students (Students who have been or are currently in the care system (including living in care with foster carers, living in a children's home) or from a looked after background at any stage of their life, no matter how short, including adopted children who were previously looked after)
 - Students from low participation neighbourhoods (The Office for Students provides a tool to look at how likely young people are to participate in higher education across the UK, and shows how this varies by area. A low participation neighbourhood would be one where young people were not likely to participate in higher education).
 - Black and Minority Ethnic Students (UK undergraduate only)

- Females studying STEM subjects (Science, Technology, Engineering, and Mathematics, includes programmes as defined by BU)
 - Students who are first in their family to attend university
 - Mature students (21 or older at start of programme, UG only)
 - Students with caring responsibilities (Caring responsibilities are providing unpaid care to a family member or friend who could not cope without their support. This may be due to illness, disability, a mental health issue, or substance misuse.)
 - Estranged students (where a student does not have support from their parents due to a breakdown in their relationship or where neither of the student's parents can be found or it is not reasonably practicable to get in touch with either of them)
 - Refugees and asylum seekers
- 4. Students with additional learning needs (including students registered with ALS at BU):**
- The term additional learning needs refers to learners with special education needs (SEN), including those whose SEN arise because they have a long-term disability that has a substantial and long-term effect on the ability to do everyday tasks or are in receipt of Disabled Student Allowance. This would include learners who identify as having a disability, special needs, or medical condition as categorised below:
 - Social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
 - Blind or have a serious visual impairment uncorrected by glasses
 - Deaf or have a serious hearing impairment
 - A long-standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
 - Mental health condition such as depression, schizophrenia, or anxiety disorder
 - Specific learning difficulty such as dyslexia, dyspraxia, or AD(H)D 13
 - Physical impairment or mobility issues, such as difficulty using limbs or using a wheelchair or crutches
 - Disability, impairment or medical condition that is not listed above

Applicants who meet the aforementioned criteria must be keen to develop a hands-on work experience in a different cultural context, gain intercultural skills and global awareness, enhance their employability and career prospects, and enrich the world as socially responsible global citizens.

What will the Turing Scheme funding cover?

Turing Scheme funding provides grants to support students with **specific costs** related to undertaking their traineeship. The amount of the grant is determined by the length of the mobility and the destination country where the work is being undertaken. The sections below outline standard funding and funding for students from disadvantaged backgrounds. *NB: Turing Scheme funding is intended to be a contribution towards your living costs.*

You will receive an initial payment of 90% of funds upfront. After your activity is complete, you will be asked to complete a feedback survey and submit a blog. The remaining 10% will be paid after these requirements have been met.

1. Funding for Students from non-disadvantaged backgrounds

This funding consists of a cost-of-living grant.

Cost of Living Grant

To calculate the cost-of-living grant, destination countries are divided into three groups based on the cost of living in each country (<https://www.turing-scheme.org.uk/funding-opportunities/cost-of-living-groups/>). There is no travel grant for students who are not from disadvantaged backgrounds.

1. For placements in **Group 1** countries/territories, the grants are calculated as follows:
 - a. £545 per month for placements of up to 2 months (8 weeks)

- b. £380 per month for placements of over 8 weeks and up to 12 months
2. For placements in **Group 2 or 3** countries/territories, the grants are calculated as follows:
 - a. £480 per month for placements of up to 2 months (8 weeks)
 - b. £335 per month for placements of over 8 weeks and up to 12 months

Example Grant calculations for students from non-disadvantaged backgrounds

| Traineeship Location | Traineeship Duration | Calculation | Total Grant |
|------------------------------|----------------------|-----------------|----------------|
| Vietnam (Group 3 Country) | 28 days | £480 x 1 months | £480.00 |

2. Funding for Students from disadvantaged backgrounds

This funding consists of a cost-of-living grant and travel grant. Additional funding is available as outlined below for other costs related to undertaking a mobility.

Cost of Living Grant

To calculate the cost-of-living grant, destination countries are divided into three groups based on the cost of living in each country (<https://www.turing-scheme.org.uk/funding-opportunities/cost-of-living-groups/>).

1. For placements in **Group 1** countries/territories, the grants are calculated as follows:
 - a. £545 per month for placements of up to 2 months (8 weeks) + £110 per month (or parts of months)
 - b. £380 per month for placements of over 8 weeks and up to 12 months + £110 per month (or parts of months)
2. For placements in **Group 2 or 3** countries/territories, the grants are calculated as follows:
 - a. £480 per month for placements of up to 2 months (8 weeks) + £110 per month (or parts of months)
 - b. £335 per month for placements of over 8 weeks and up to 12 months + £110 per month (or parts of months)

Travel Grant

Travel grants are calculated based on the distance to the destination country. Distances are calculated from Bournemouth University to the city where the traineeship is taking place. To find the distance:

1. Go to Google Maps
2. Right-click on Bournemouth and choose 'Measure Distance'
3. Click on your destination city to create a path to measure
4. The total distance will be displayed in the bottom centre of the map

The rates are as follows:

- 10 to 99km: £20
- 100 to 499km: £165
- 500 to 1,999km: £250
- 2,000 to 2,999km: £325
- 3,000 to 3,999km: £480
- 4,000 to 7,999km: £745
- 8,000 to 12,000km: £905
- 12,000km+: £1360

Supplemental travel funding is available to cover real travel cost for exceptionally expensive travel for disadvantaged background students.

Other Funding

- Students may be eligible for additional funding to support real costs for expenses including passport and visa costs, immunisation costs, or course costs. Funding is limited

and will be confirmed in Summer 2024. Receipts are required for these costs to be considered.

- Actual costs for support directly related to **additional learning needs**. Receipts are required for these costs to be covered.

Example Grant calculations for students from disadvantaged backgrounds

| Traineeship Location | Traineeship Duration | Calculation | Total Grant |
|------------------------------|----------------------|--|---------------|
| Vietnam (Group 3 Country) | 28 days | (£480 x 1 month) + (£110 x 1 month) + (£905 travel grant) | £1,495 |

Travel Information

Entry Requirements

You must have a valid passport with at least six months remaining from the date of your return departure to the UK. If you are a student from a disadvantaged background, you can get financial support to obtain and renew a passport. Please factor this into the timescales of your planned travel.

Upon arrival, you will be required to undergo a health check at a BUV-designated clinic to take the compulsory medical examination. This is in accordance with Vietnamese law.

Visa Requirements

Applicants will be responsible to research whether they will need a visa to enter Vietnam and how long it will take to obtain a visa.

Immunisations (if applicable)

Please refer to the NHS guidelines regarding immunisations:

[Travel vaccinations - NHS \(www.nhs.uk\)](https://www.nhs.uk)

You will need to book immunisations through your local GP at your own cost.

Insurance

BU will provide comprehensive Travel Insurance for the duration of the overseas trip for current students. If you are graduate, you are not covered by the BU Travel Cover- please organise your own travel/medical insurance. Please note that you might be required by the partner university to purchase a valid medical/health insurance for the duration of your stay.

Applicants are responsible for researching the types of insurance they are required to carry for Vietnam. Some countries require specific medical insurance to meet visa conditions (ex: to obtain the relevant visa for a traineeship in the USA, you must hold insurance with \$100,00 or medical benefits, \$25,000 for repatriation of remains, \$50,000 for medical evacuation, and \$500 deductible for accident or illness). If you are applying to go to a European destination, you could apply for a UK Global Health Insurance Card (GHIC) or use an existing UK European Health Insurance Card (EHIC) if it is still valid.

Please refer to the NHS guidelines regarding the UK GHIC/EHIC:

<https://www.nhs.uk/using-the-nhs/healthcare-abroad/apply-for-a-free-uk-global-health-insurance-card-ghic/>

Covid-19 Requirements

Applicants will be responsible to check the Covid-19 entry requirements to Vietnam.

Please refer to the FCDO advice about entry requirements and Covid-19 regulations:

<https://www.gov.uk/foreign-travel-advice>

Successful applicants will receive further information regarding Covid-19 considerations and travel guidance once they are officially accepted onto the programme.

Covid-19 Travel Implications

- There could be sudden changes that affect your travel plans, including changes to border control advice which may prevent travel and changes to quarantine and/or testing requirements Vietnam or when re-entering the UK.
- **BU MUST approve travel before you depart.** Your travel plans should be in line with UK Foreign Correspondence and Development Office advice. Travel approval will be made on a case-by-case basis within two weeks of the start of the traineeship and, where travel is not possible, you may be able to start work remotely, depending on your host organisations requirements.
- Funding will only be paid where physical travel takes place and BU has approved travel in advance.
- The Global Engagement Mobility Team will support you with the funding process. You will also be given support by your Placement Coordinator and Placement Development Advisor for mobilities that are part of a BU placement year.

Where do I apply and how?

1. Access your online Application form [here](#). On your Application form you will be asked to complete two main sections:
 - (1) **student information and eligibility requirements**
In this section you will be asked to provide your student details including information about the Disadvantaged Background eligibility criteria.
 - (2) **quality assessment**
In this section you will be asked to:
 - a. Outline any academic and work experience you have that are relevant to your mobility.
 - b. Write a brief statement outlining how this experience will help you to develop your intercultural competence
 - c. Describe how this experience will positively impact your academic performance
 - d. State how this experience will enhance your growth and employability
2. Submit your CV to internationalgrants@bournemouth.ac.uk.

It is your responsibility to ensure all the necessary information is provided correctly. Incomplete or late applications will be marked as void and removed from the process.

If you have questions about your application – please contact internationalgrants@bournemouth.ac.uk.

Please note the panel's decision is final and we cannot provide individual feedback on applications.

What will happen next if I am successful?

You will also be required to complete the paperwork for funding and for your traineeship with BUV. This includes:

BU Turing Scheme funding paperwork

- Traineeship Agreement
- Grant Agreement

BUV paperwork

- Completed BUV Admissions Application
- A PDF scanned copy of passport
- A digital 3x4cm portrait picture taken within the past 6 months

- Confirmation Letter from the Home Institution (student status, course of study, level of study, English proficiency to study at BUUV)
- If students' English proficiency cannot be confirmed by the Home Institution, a notarised copy of an English Qualification (IELTS, TOEFL, or equivalents) taken within 24 months of the intake will be required.
- Most recent Academic Transcript at the Home Institution
- CV and Cover Letter

The remaining required documents should be made available upon the students' arrival at BUUV:

- A valid Vietnamese student visa (DH visa)
- A notarised copy of passport
- Original medical report from a trusted clinic appointed by BUUV

Upon successful submission of applications to BUUV, students will be invited to a virtual interview with their potential employers. Selection decisions shall be made based on students' performance during the interview.

Am I eligible to apply for future mobility programmes if my application is declined?

If your application is declined, you are able to apply again for a future programme (assuming that you still meet the eligibility criteria).

Important notes

(1) Please ensure your email address is correct. **All communication will be sent to your student email address**, so please check this!

(2) If successful, your participation in the above programme is subject to the contractual agreement between Bournemouth University and British University Vietnam.

Further Information

If you have questions about your application, please contact internationalgrants@bournemouth.ac.uk.

Timeline

Student Call Launch: 17.01.2024

Application deadline: 14.02.2024