Curtin HIVE Summer Internship Program

Overview, Terms and Conditions

November 2024 – January 2025

The HIVE Summer Internship Program provides an opportunity for motivated high performing students to gain valuable research project experience in visualisation related topics during a paid summer internship. Interns are supervised by leading researchers and undertake challenging research projects utilising the high-tech resources provided by the Curtin HIVE. Supervisors, sponsors and industry benefit from the opportunity to explore new techniques and technologies for their research area.

HIVE Summer Internships are aimed at undergraduate and postgraduate Curtin students looking to complement their discipline knowledge with hands-on experience in advanced visualisation technologies.

- Curtin academic staff can take part in this program by proposing a project.
- Curtin students can participate by applying for an internship.
- Industry can participate by developing a project in collaboration with a Curtin academic and/or providing funds to guarantee the project.

There are usually 8-10 scholarships available. Four HIVE funded scholarships are specifically allocated to projects from each of the four Curtin Faculties (Health Sciences, Business and Law, Humanities, and Science and Engineering – 1 each). There is one HIVE funded scholarship that is open across all projects/faculties. HIVE funded projects scholarships are allocated on a competitive basis. Industry sponsored scholarships are usually tied to a specific project and usually number between 3 and 5 (based on demand). The full cost of an internship project is $12,000.

Internship Scholarship Expectations

The HIVE Summer Internships run for 10 weeks during the period November through to January.
This is a summer research scholarship program and NOT a work contract. Scholarship recipients are to learn research skills and participate in a research program. They should be involved in data collection, analyses and/or reporting of results as part of a learning process for the students. They are NOT to be used for data entry jobs or as technical assistants.
The scholarship award to students is $7000 per student. Applicants must not have held a HIVE Internship in the past.
As a condition of the award, interns will be expected to:
- attend the HIVE induction in November, regular progress meetings and show evidence of satisfactory progress through meetings, progress reports and supervisor feedback
- dedicate themself full-time on the research project for the 10-week internship period
- write a report and deliver a presentation, for satisfactory completion of the internship

HIVE Summer Internship Timeline 2024-25

JUL
04/07/2024 Project Proposals submission round opens

SEPT
08/09/2024 Project Proposals submission round closes
20/09/2024 Student applications open

OCT
20/10/2024 Student applications close
21/10/2024 Project and Student selection begin

NOV
25/10/2024 Students/Academic Supervisors notified
11/11/2024 Summer Internships begin

JAN
20/01/2025 Reports and presentations preparation
31/01/2025 HIVE Summer Internship Showcase

Internship Project Proposals – for Academic Supervisors

Projects can come from any research field. The primary supervisor must be an academic staff member at Curtin University.

Supervisors will need to arrange for a desk-space and computer for the intern to work at in their area for the period of the internship (this is in addition to the intern's use of the HIVE). The student will have access to the HIVE and its facilities but will not be located at the HIVE full-time. HIVE staff will arrange signing of a student 'Project Participation Agreement' via the ROC-Relationships team to formalise IP ownership.

Project Proposal Assessment Criteria

Project proposals should be submitted online by 8 September 2024. Due to tight turnaround times, no late proposals can be submitted. Accepted projects will be posted online for students to select and nominate in their application. Nominated projects must clearly demonstrate that the intern will explore or apply aspects of visualisation and utilise HIVE facilities.

The Project Proposal online form will guide you to directly address the following criteria:

Criterion 1 **Well defined project**	Contains clear project outcomes Original project Well defined description Written to promote interest from students
Criterion 2 **Focus on research outcomes, use of HIVE facility, and application of visualisation**	Obvious use of HIVE facilities Focused on visualisation Originality and merit of the project Project contributes to research outcomes
Criterion 3 **Suitable scope of work for intern and time scale of project**	2-4 milestones to guide progress Scope of project is feasible in 10 weeks Concise weekly task list. Clearly shows how student will develop visualisation and research skills
Criterion 4 **Student experience and supervision**	Appropriate computer available At least 1 official meeting per week Desk available for student to work near Academic Supervisor. Clear consideration for student experience

Information for Students

If you are a high achieving 2nd year or above undergraduate student, or a Masters/PhD student at Curtin's Perth campus (and currently enrolled), this is your chance to participate in the Curtin HIVE Summer Internship Program. The internships run for 10 weeks during the period November 2024 through January 2025. The award is for $7000 per student and is fully funded by the Curtin HIVE and/or sponsoring organisations. Students must not have been awarded a HIVE Internship in the past.

The HIVE Summer Internship Program is a full-time commitment for 10 weeks. Interns are expected to treat the internship in a similar way to a full-time job (approximately 37.5 hours per week). While we understand that interns may have prior work commitments, due to the nature of the internship scholarships it will only be possible to accommodate a maximum of one day per week of work. If the student has some pre-existing commitments during the internship period, please discuss this with the HIVE team to see whether the internship dates can be adjusted accordingly.

Masters and PhD students will only be considered if this internship will not interfere with their study program, any other scholarships they might be receiving, and has the approval of their supervisor(s). Masters by research and PhD students will need to provide a letter or email from their primary supervisor confirming that this is the case.

Approved projects are listed online for students to consider which projects interest them. Students should nominate their preferred projects in their application. Student applications should be submitted using the supplied form. The selection committee will meet following the student application deadline to determine the distribution of awards, and the successful applicants will be announced by the 25th of October.

A summary of the conditions of the internship are listed below. Successful applicants will be required to sign a 'Project Participation Agreement' covering Intellectual Property ownership and other content.

Student applications will be assessed on the individual student's merit. The decision of the selection committee is final. Evaluation and selection of students will be based on:
- Student qualifications and past performance
- Student motivation and expected benefit
- Match of student capability with the requirements of the project

Conditions for Students
- Interns are required to comply with the Terms and Conditions of the Award.
- Successful applicants will be required to sign a 'Project Participation Agreement' covering Intellectual Property ownership and other content.
- The internship is a student award and is paid directly to the student
- Students are responsible for checking that this scholarship is compatible with any other scholarships they may be receiving
- Interns must attend the HIVE induction in mid-November
- Interns must attend regular progress meetings and show evidence of satisfactory progress through meetings, progress reports and supervisor feedback
- Interns will be expected to write a report and give an oral presentation for satisfactory completion of the internship
- Interns will be expected to submit a copy of all project work at the completion of the project

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The Curtin HIVE Internship Program is based on the hugely successful Pawsey Summer Internship Program which has run for many years. Any similarity between the HIVE Internship Program and the Pawsey Internship Program document is completely intentional and is done with permission. The two programs run independently.