



Provide some form of financial compensation, such as a salary (in line with local legislation) or other subsistence / benefits (e.g. accommodation and flights).

Inform UCL Careers of the outcome of the recruitment process, at shortlist, interview and selection stage.

Provide feedback about candidates, particularly those that are unsuccessful in the process.

Agree to have a direct contract with the candidate, which outlines both employer and student responsibilities as well as terms and conditions such as pay, holiday allowance, sick leave and termination.

Support the successful student with their visa application (if required), particularly if it requires an invitation letter from the host organisation.

Assign a supervisor to support the intern during their internship, including giving feedback on performance.

Acknowledge that UCL does not guarantee that any suitable candidates for the role will be found.

Acknowledge that UCL will not have any liability to you (save in respect of liability that cannot be limited or excluded at law) in particular but without limitation, if it emerges that any student shortlisted by UCL is not suitable for the role.

Acknowledge that the internship is undertaken optionally by the student and not for course credit.

Comply with the Data Protection Requirements set out below.

### **Data Protection Requirements**

**To be reviewed alongside signing UCL Standard Clauses for data being controlled/processed**

- (i) comply at all times with its obligations under the Data Protection Laws;
- (ii) provide each Data Subject with a privacy notice under Data Protection Laws;
- (iii)