

EMPLOYER MBSI APPLICATION PROCESS



RECEIVE EMAIL CONFIRMATION

Employer receives email confirmation of application status within 48 hours of application. If the application is not accepted, please feel free to reach out to talent@sauder.ubc.ca for feedback. You are welcome to apply again until the funding deadline.



JOB POSTED

Job is posted internally on the UBC Sauder student job board. The details from the application are used to create the job posting. As the job board is internal, the employer will not have access to the student applications until the job closes.



RECEIVE STUDENT APPLICATIONS

Within 5-10 business days, employer receives student applications for review (Resume + Statement of Intent).



EMPLOYER RECRUITMENT PROCESS

Employer conducts interviews, selects student, and confirms offer with student.



CONFIRMATION WITH UBC SAUDER

Employer confirms selected student with UBC Sauder and UBC Sauder sends Employer Confirmation Package within 48 hours.



SIGN UBC SAUDER EMPLOYER AGREEMENT

Employer signs and uploads the UBC Sauder Employer Agreement. More details are provided in the Employer Confirmation Package.



COMPLETE MITACS PORTAL REQUIREMENTS

Employer completes Mitacs portal requirements. More details are provided in the Employer Confirmation Package.



RECEIVE INVOICE FROM MITACS

Within 2 weeks of final Mitacs portal submission: Employer receives and pays the invoice for \$5000 from Mitacs.



STUDENT STARTS IN THE ROLE

Student starts in the role. Employer and student work together over the 4-month internship program.



END OF INTERNSHIP SURVEY FROM MITACS

Employer completes the end of internship survey from Mitacs.

THANK YOU FOR YOUR INTEREST!

<https://www.sauder.ubc.ca/mitacs-business-strategy-internship-program>