

# **INTERNATIONAL AGRICULTURAL TRAINEESHIP PROGRAMME:**

## **A Project of the National Initiative for Skills Acquisition and Cultural Development (ISACD) and the International Association for the Exchange of Students for Technical Experience (IAESTE)**

ISACD is a non-profit organisation, dedicated to the provision of global traineeship opportunities to Nigerian students in tertiary institutions, enhancing their technical skills, and cultural experience.

ISACD has partnered with well-established foreign academic institutions and networks of research companies and technical service providers around the world, which allow us to provide you with the highest quality research and technical/skills training experience in more than 80 countries.

Our international agricultural traineeship programme is in partnership with leading agricultural research institutions and dexterous agrarian firms across Europe, with state of the arts agricultural training facilities and real-life work exposure for trainees.

- The paid traineeship is organised across Europe for a period of 12 months
- A connection of over 2,000 dedicated agrarian companies are involved
- There is capacity for more than 500 Nigerian students of agriculture per year
- ISACD will handle all travel processes and paper works required
- ISACD will ensure trainees' welfare until the end of their traineeships
- Trainees earn far more than the entire cost of the trip and maintain some decent savings.

### **COLLABORATION, EXCHANGE AND TRAINEESHIP EXPERIENCE**

ISACD has fostered ties with the International Association for the Exchange of Students for Technical Experience (IAESTE), an association of national committees representing academic, industrial and students interests in over 90 countries. Partnering with IAESTE, ISACD has operated course-related research training programmes between member-countries and cooperating institutions in order to enhance students' technical and professional development, while fostering international understanding and cooperation amongst member-countries. On this platform, such exchange of interns has been conducted between Nigeria and Austria, Bangladesh, Belgium, Brazil, Czech Republic, Denmark, Germany, Ghana, Greece, Hungary, India, Mexico, Netherlands, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, Switzerland, Tanzania, Tunisia, United Arab Emirates, United Kingdom, and United States. Established in 1948, IAESTE, our foremost partner, has operational relations with the United Nations Educational, Scientific and Cultural Organisation (UNESCO); United Nations

Economic and Social Council (ECOSOC); the United Nations Industrial Development Organisation (UNIDO); the European Union (EU); and the International Labour Organisation (ILO).

Under the IAESTE programme in Nigeria, we have facilitated:

- Participation of over 12 Nigerian universities in the exchange of interns
- 600+ Nigerian students on paid internships abroad;
- 500+ foreign research students and young professionals to Nigerian institutions and companies;
- Partnership with several research institutions and agencies in more than 30 countries;
- Relationships with several embassies and consulates in Nigeria.

The agricultural traineeship programme is a maiden agrarian project of ISACD, and it is our biggest technical skills training initiative yet.

### **How do we do it?**

Our team, together with our partners, go through the screening process of the trainees and then we present the trainee to the employer that we think would match. When the match is correct, the processing of all the paperwork to make everything as simple as possible for both sides will commence.

### **Screening Process:**

Our team will review all the CVs of trainees that have registered with us. When the right ones are found, they will be contacted via phone/Skype regarding their traineeship preferences, opportunities and English level.

Afterwards, our team will find the best possible option for each trainee and will contact them with the offer. After agreement from both sides (trainee and employer), ISACD will start with all necessary paperwork.

### **Become an Institutional Facilitator**

We cooperate with our partners and universities to help trainees open the door to European agricultural experience for 12 months and get well-paid traineeship with accommodation.

### **Business Partner Responsibilities:**

- Market the traineeship scheme products exclusively on behalf of ISACD to your target group and students
- Gain access to marketing materials – logo, brochures, and videos
- Carefully pre-screen your students and applicants
- Help your students to go through the whole registration process
- Always contact our Exchange Admins if you have any difficulties

# QUALIFICATION REQUIREMENTS AND INSTRUCTIONS FOR THE PROCESS

## Trainee qualification requirements

- The trainee must be 18-29 years old at the time of registration;
- The knowledge of a foreign language (English or German) at A2 (basic) level must be confirmed by an international certificate: A2 Key Score 120 and higher (KET) or IELTS 3.0;
- The trainee must be a student from a recognized Nigerian agricultural college or tertiary institution, and enrolled from the second year of the education. That means the student must have at least successfully passed the exams from the first year-two semesters. The student must be enrolled in faculty that relates to the categories of livestock breeding or agronomy. The student's eligibility validity (studentship expiration) must not be less than 12months from the start date of the traineeship.

We can place a trainee as a single person and couples as well. However, both must meet the requirements mentioned above.

## INSTRUCTIONS FOR THE PROCESS

### Creating a resume

If you have the right trainee, he/she needs to register with you through [www.iaeste.net](http://www.iaeste.net) and contact [nigeria@iaeste.org](mailto:nigeria@iaeste.org).

List of the necessary information for the resume:

Candidate's photo or passport	Statement of English level
First and last name	Driving license
Birth date	Educational background
Marital status	Interest in agriculture
Email address and phone number	Information about family
Weight and Height	Personality and hobbies
Address of residence	Proposed Traineeship Start date

Once the registration is completed, we will receive it on our database automatically. We would also like to ask for a copy of the first page of the student's international passport. At this stage, we are starting to look for the best position for your student.

### 1. Stages of signing the traineeship contract

When the employer accept your trainee and sign all the necessary documents, we will send you the signed contract immediately, and start the visa, work permit and insurance processes.

**At this stage, the student is expected to pay the stipulated amount for the contract and travel services.**

**A list of documents which must be signed and sent by the trainee:**

- Contract between trainee and employer;
- Contract between us and trainee;
- Power of attorney.

***Additional documents:***

- Verification of fee payment for Case Order ID;
- Proving certificate from the educational institution about student enrollment in agricultural
- Transcript of results (translated in English and notarized);
- Copy of international passport (all pages);
- Certificate: A2 Key (KET) or IELTS

***Student must send all documents mentioned above as soon as possible.***

When we will receive the documents, we can start the travel application service in the receiving country. The trainee must then contact the visa application center within 14 days of the application and bring the following documents:

- Filled out application for a residence and work permit as an intern (trainee) and
- PR1 form (we will provide);
- International and national passport (original and copy of all pages);
- 2 photos size 3cm x 4cm.

***Visa waiting period is between 14 to 60 Days***

When the trainee's visa is approved. We will send the letter with residence permit to you and your trainee must contact the visa centre with this document. After that, trainee can begin his/her travel preparation for the traineeship. We also help in booking the cheapest flight ticket for the student (trainee pay for the ticket).

**2. Actions at the Traineeship place**

After arriving, the trainee is obliged personally, or with the assistance of the employer, to apply to the municipality at the place of residence for registration and receiving the CPR number. The trainee must bring:

- The signed employment contract
- Work and residence permit
- Enrollment papers

After receiving the CPR number, our foreign partner undertakes to register it with the authorities. Registration in the tax service can take up to 50 days from the date of documents submission. After the trainee receives the Yellow insurance card, he/she can ask employer for help with bank account. Employer can activate their bank account in the employer's bank, so the whole process will be faster.

Placements are available in several European Countries for a period of 12months, primarily in:

Germany



Norway



Denmark



# To become one of our partner institutions, your student-trainees must

Be enrolled in a recognized Nigerian agricultural college or university

Passed at least two semesters or more

Have level of English or German A2 proofed by a certificate (KET A2, IELTS, TOEFL)

Be 18-29 years old

# Placements are available in the following fields of training:



**Dairy production**



**Pig production**



**Mink production**



**Poultry**



**Greenhouses**



The length of traineeship is 12 months



## Dairy production

### Production de lactate

- Daily care
- Hygiene, clean, disinfect
- Feeding
- Milking
- Reproduction, mating
- Disease monitoring
- Breeding, follow breeding targets
- Control/production management



## Pig production

- Daily care
- Hygiene, clean, disinfect
- Feeding
- Reproduction, mating
- Castration
- Disease monitoring
- Breeding, follow breeding targets
- Control/production management



A large flock of white chickens is shown in a poultry enclosure. The birds are densely packed, and the background is slightly blurred, showing the structure of the enclosure. The lighting is warm and bright, likely from overhead lights.

## Poultry

- Daily care
- Hygiene, clean, disinfect
- Feeding
- Restocking enclosures with young birds
- Reproduction, mating
- Disease monitoring
- Breeding, follow breeding targets
- Control/production management
- Package of eggs

# Mink Production

- Daily care
- Hygiene, clean, disinfect
- Feeding
- Reproduction, mating
- Disease monitoring
- Breeding, follow breeding targets
- Control/production management
- Skinning





## Greenhouse Farming

- Preparing soil
- Planting of bulbs, seeds and cuttings
- Grafting and budding plants
- Spraying of trees, shrubs, flowers and plants
- Digging, cutting and transplanting of trees,
- Tractor operating
- Operating of machinery and equipment to fertilize, cultivate, harvest and spray fields and plants

# Average Monthly Stipends in Animal Production Skills

	Age difference	Before taxes	After taxes
First 6 month	No age difference	₦685,121 (€1500)	₦539,875 (€1182)
	Trainees under 25 years	₦799,308 (€1750)	₦603,820 (€1322)
After 6 months	Trainees over 25 years	₦913,495 (€2000)	₦677,356 (€1483)

Stipends may vary slightly depending on the country of traineeship and taxation system.

## Average Bi-weekly Stipends for Greenhouse Training

	Age difference	Before taxes (paid every 14 days)	After taxes (paid every 14 days)
First 6 month	No age difference	₦320,636 (€702)	₦253,038 (€554)
	Trainees under 25 years	₦371,792 (€814)	₦281,813 (€617)
After 6 months	Trainees over 25 years	₦443,045 (€970)	₦322,920 (€707)

# Working conditions

	Germany	Norway	Denmark
Working hours	40	37.5	37
Working weekends	Every second	Every second	Every second
Overtimes	Paid 1:1,5 for first 2 hours 1:1,8 or 1:2 for other	Paid 1:1	Paid 1:1
Living conditions	Accommodation €200-300	Accommodation €150-250	Accommodation on €250-300
Holiday	5 weeks	4 weeks	4 weeks

# How does **the Traineeship** works?

Employers send request to the Network



Open positions will be published on our portal

Trainees send requests and CVs



Our managers evaluate chances for the chosen programme

We start matching for a training place for you



As soon as the place is found you will be contacted by our exchange managers



# Prospective Expenses:

- ❑ Embassy and emigration services including **One Year's Visa**, work permit, residence permit, and insurance: depend on country of traineeship; approximately **650 Euros (294,071 Naira)**, to be paid **at the different service points once acceptance is confirmed.**
- ❑ Network fee (Refundable on Contract): **1000 Euros (452,498 Naira)**
- ❑ Registration fee: **45 Euros (N20,000)**
- ❑ **100% Acceptance and Visa Approval Rate**, provided Student meets the minimum **Participation Requirements.**

## Please do not hesitate to contact us for tickets to experiencing European Agricultural Traineeship

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## **Some Possible Questions about the “Agricultural” Traineeship Programme**

### **What is the network fee and what does it include?**

We are trying to keep our network fee as low as possible, to reflect our non-profit posture. The final price is 1000€ only. This fee includes work contract, all immigration papers and taking care of trainees’ wellbeing in the country of work. However, we can proceed with immigration process after receiving all the necessary documents from you – we will give you a list of what we need.

### **Is there any fee for the trainee?**

There is a non-refundable one-time registration of N20,000. All other costs are payable as soon the student’s acceptance is confirmed by the Employer.

### **When the fee must be paid?**

The Network fee must be paid after receiving the placement agreement with the employer and before the immigration application.

### **If the trainee won’t get the visa, will we get a refund?**

Our trainees almost never get renouncement for visa if their documents are ok – we are checking this properly before we send them to the embassy. However, there is provision for refund in case of any eventualities.

### **Do you place students from other education areas?**

Unfortunately, not under this agricultural scheme. We are cooperating and placing students only from agricultural education fields that are enrolled in many livestock disciplines. For other disciplines’ schemes, please contact us via email.

### **How long does it take to get the visa?**

Between 14 - 60 days after the immigration process starts.

### **What is the length of the programme?**

The length of the programme is 12 months.

### **Do you also accept non-student or seasonal workers?**

Unfortunately, it is not possible for us to take non-student or seasonal workers.

### **How many trainees can be accepted to One Traineeship per month?**

It really depends on the farm network. Nonetheless, we can usually place 1-8 trainees at one animal production research and 1-24 trainees at one horticultural farm research. Altogether, we have capacity for more than 500 Nigerian research students at a time.

### **Is driving license a must?**

Most of the agricultural firms require the driving license, but it is not a major requirement.

### **What is the deadline for applying for a placement that (for example) start 01.09.2019?**

2 months before the start date or 2½ months in order to have enough time for processing the visa and immigration papers.

### **What exact documents do you need from trainees?**

First of all, we need you to register and submit your CV (you will receive all links), your institution approving document and academic qualification.