

## Introduction

Kenyatta University in collaboration with the industry stakeholders (employers) initiated a programme aimed at inculcating the necessary work experience amongst university students in an actual work environment.

The Students' Work Induction Programme (SWIP) launched in (June 2014) is a solution towards bridging the declining skills gap between employers' expectations/job market opportunities and the acquired skill level of the undergraduate student. It ensures the acquisition of industry-based skills as the student undergoes academic training. Furthermore, it develops relationships and builds bridges in a three way partnership amongst employers in diverse industries, the university and the students.

## Duration

The programme enables students to alternate study and work in which case, the latter's period will range between 3 to 4 months per academic year. This translates into affording the student participants' a minimum of one year work experience before graduating.



## Eligibility and University Selection

- (i) Academic excellence. A minimum GPA of 60.
- (ii) Employer's preference and availability of the position(s).
- (iii) Gender representation
- (iv) Preferential consideration for students with special needs
- (v) Student availability (must be out of session/on holiday) and willing to undertake the SWIP internship.
- (vi) Must not have ongoing or pending disciplinary cases.
- (vii) Soft skills and co-curricular activities are an added advantage.

## Placement options

The employer is given an opportunity to select the best among the qualifying and eligible students in the relevant fields.

The employers have the following preferential options:

- (i) **Same Organization Plan (SOP):** - Employers/Industries may opt to retain particular SWIP student(s) during all SWIP sessions such that participants obtain work-related induction from that organization only.
- (ii) **Different Organization Plan (DOP):** Employers/Industries may opt to have different SWIP students during different sessions hence allowing students to experience work-related induction at different organizations.

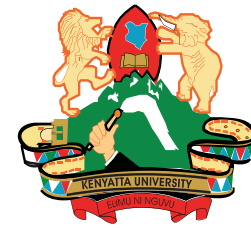
## Student Responsibility

- (i) Attend induction training on a range of skills including but not limited to etiquette, leadership, communication, business intelligence, office operations skills, and interpersonal relations to be conducted by industry stakeholders.
- (ii) Attend an Interview when interested in a position with an employer.
- (iii) Confirm acceptance in written and a copy supplied to the University (should not accept more than one SWIP internship offer)
- (iv) Keep a current contact details with both employer and the University.
- (v) Work as per the rules and regulations of the employer company.
- (vi) Fully adhere to both the SWIP and employer's staff code of conduct.
- (vii) Write and submit a report to the University at the end of the SWIP internship.

## Stipend and Insurance Cover

The students on SWIP programme shall receive a modest stipend from the employer to meet their basic cost of living. The University provides a SWIP Group Insurance Policy Cover. The insurance comprehensively caters for the student's medical cover while as a SWIP intern..





## Kenyatta University

# STUDENT WORK INDUCTION PROGRAMME (SWIP)

### Benefits to Students

- Change of mind–set towards the work practice and culture, since placement is in globally competitive enterprises that subscribe to international best practices and professionalism.
- Mentoring and coachingsince the SWIP intern is expected to be attached to a mentor during the internship
- Early exposure to rich and practical work experience during university training allowing participants to have hands-on experience

### Benefits to Employers

- Cost effective source of human resource capital: Employers hire human resource directly from a wide range of the university's pool of intelligent and highly qualified young scholars hence reducingthe costs of recruitment at the company level.
- Cutting edge soft-skills training:The induction training ensures the student employee is sensitive towards all aspects of human relations at the company level including fellow employees, clients and society.
- Next Generation of Industry Captains:who possess a deep understanding of the functions of a company and how they may be improved to optimize the shareholders' wealth.

- Reduced time on the job training:Given that students simultaneously study and work, allows them to acquire the necessary skills, experience and exposure required in the work place thus greatly shortening/eliminating the need for lengthy on-job training.
- Technology Transfer and Innovation:The employer has a chance to contribute towards the practical training and transferring up to date industry practice to students. Students are also given an opportunity to innovate around processes and products at the employer company hence bringing out the competitive edge.

### Benefits to the University

- Quality and Relevance of University Curriculum:-The employer a chance to assess and give feedback to the university on the relevance of the curriculum thus ensuring that the university provides required skills.
- Readily Prepared Workers: The ready to work graduates will have gained relevant experience in the work place.
- Marketability and Visibility of the University: Participants in SWIP will enhance university positive image as well as helping prospective employers to work on a targeted approach when recruitment is done at the institution.



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