



Charles Sturt
University



PhD Internship Program host organisation handbook

Office of Graduate Research



Advancing innovation through PhD Internships: Partner for success with Charles Sturt University

Are you looking to solve a complex business challenge, understand more about a specific problem or demand, or fast-track research and development for your business or organisation? A PhD Internship could be just what you need to develop innovative solutions tailored to your organisation's needs.

Our PhD Internship Program offers businesses and community organisations a valuable opportunity to engage with emerging researchers who bring advanced analytical skills, innovative thinking, and extensive disciplinary knowledge. These internships are designed to create mutual value, providing PhD candidates with practical experience while enabling host organisations to access cutting-edge research capabilities and fresh perspectives on complex problems.

By hosting a PhD intern, you are investing in the future of research and innovation. You will be contributing to the development of skilled professionals while benefiting from targeted research support that can enhance your organisation's capacity, competitiveness and strategic goals.

We understand that every organisation is unique and our internship model is designed to be flexible, responsive and tailored to meet your specific needs.

What is a PhD Internship?

A PhD Internship is a short-term placement (usually three to six months) in which a current Charles Sturt PhD candidate conducts a specific project in your organisation that tackles a challenge important to you.

Each internship is co-designed in partnership with expert academics at Charles Sturt to ensure alignment with both research and industry goals. Internships can be paid or unpaid and undertaken at any stage of the PhD candidate's research journey with flexibility in location – either remotely or on the ground within your organisation. Internships can also be part-time or full-time depending on your needs.

What are the benefits of hosting a PhD Internship?

A current PhD candidate will work on a specific project important to you. They will bring a fresh analytical mindset to a problem related to your work. Many internships lead to further collaboration and the chance to build enduring partnerships with Charles Sturt.

Key benefits include:

-  Specialised expertise and advanced research capabilities to address complex business challenges with rapid results in three to six months.
-  Cost-effective solutions to tackle industry challenges with minimal administrative burden.
-  Enhanced research capacity and diversity within your workforce through collaboration and knowledge exchange.
-  Access to intellectual property (IP) generated during the internship.
-  Tax incentives may apply.



What is an eligible host organisation?

Most businesses are eligible to host an intern, including start-ups, small to medium enterprise (SMEs) or large organisations government or non-government organisations (NGOs), individuals, communities and community organisations. The host organisation, or people associated with the host organisation, must directly use or benefit from the research project.

The host organisation may be based in Australia or overseas.

What are your commitments?

Internships can be customised to meet your business requirements and timelines. You have the option to collaborate on one or multiple PhD projects if you wish.

As a host organisation you will be responsible for working with the candidate and their supervisor or our third-party internship partner, APR.Intern, to define the terms of the internship. Including:

- The scope and specific activities the candidate will undertake.
- The way in which the activities will be conducted. i.e., number of days, full-time or part-time.
- When and where the internship will be conducted. i.e., on site, remotely, online or a mix.
- How the candidate will be reimbursed for their time and expertise.



An Industry-embedded PhD is a powerful investment for forward-thinking businesses.



Who owns the intellectual property (IP)?

In most cases IP developed during an internship is assigned to the host organisation, while any background research IP is retained by the candidate or university. The internship agreement will clarify the IP arrangements including the details for any patents or publications resulting from the internship project.

Are there any other specific requirements that need to be met?

A standard PhD Internship would usually include 60 (full-time equivalent) days of research and development activities over at least three calendar months. The project must be related to the area of research in the candidate's PhD. A standard workday is generally accepted as 7.5 hours per day.

A shorter internship may also be arranged, if preferred.

What if I have a more complex project in mind?

If you have a more complex challenge, you may want to consider offering a scholarship for an industry-embedded PhD that runs over three to four years.

An industry-embedded PhD is a powerful investment for forward-thinking businesses. It embeds a dedicated researcher within your organisation to tackle real-world challenges with ongoing access to academic expertise. This type of collaboration drives innovation, delivers tailored solutions, and gives your business a competitive edge. You gain access to cutting-edge research, university resources, and fresh perspectives-without the overheads of a traditional consultancy. The collaborative nature of an Industry-embedded PhD also builds internal capability, and strengthens your brand as a leader in innovation, attracting top-tier talent.

Collaborate with us

→ info.csu.edu.au/collaborate-with-us

What are my financial commitments?

There are two main ways in which an internship may be facilitated and managed:

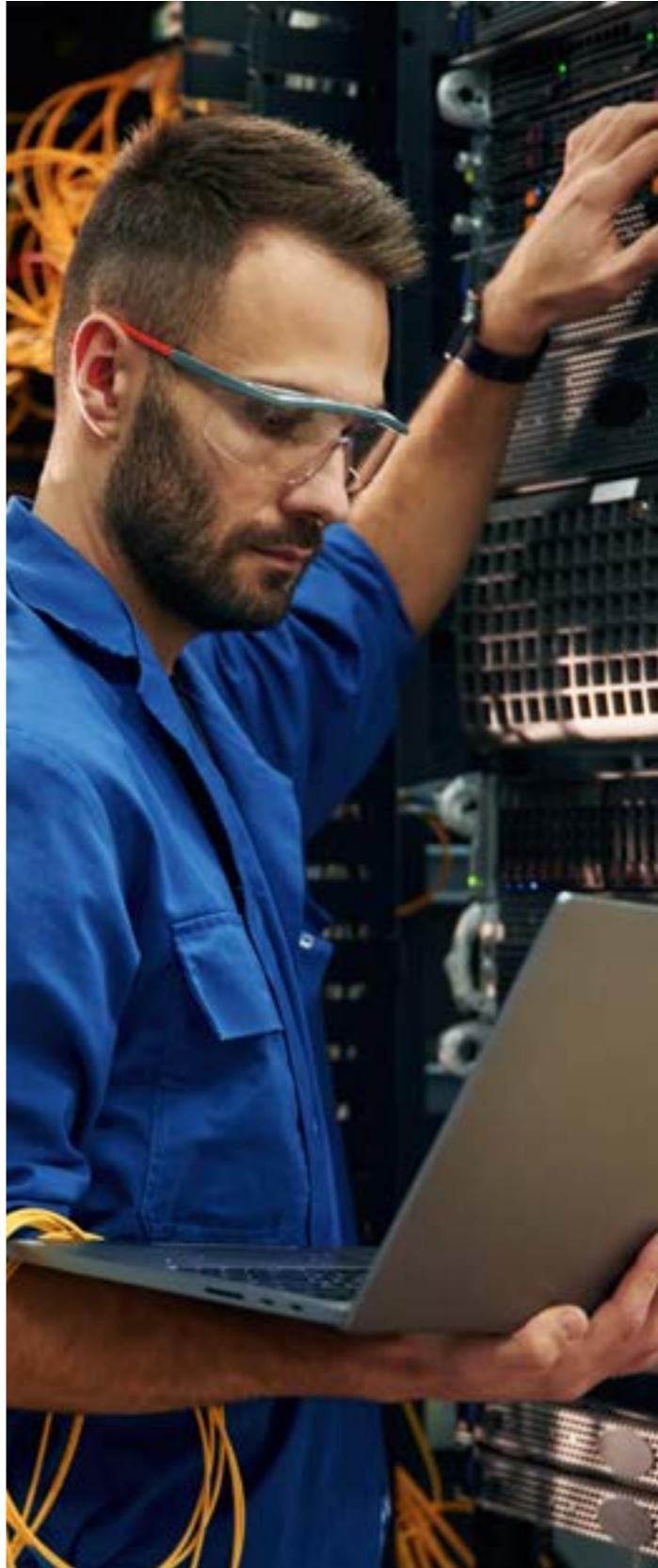
APR.Intern facilitated and managed	PhD candidate and supervisor facilitated and managed
<p>If APR.Intern facilitates and manages the internship on behalf of the candidate and Charles Sturt, then the financial commitments are as per the current APR.Intern guidelines.</p> <p>The industry cost of engaging a PhD candidate intern through APR.Intern starts at \$19,900 (ex GST) for a three-month internship.</p> <p>This includes a monthly candidate stipend and an APR.Intern project management fee.</p> <ul style="list-style-type: none">• 3-month internship – \$19,900• 4-month internship – \$23,200• 5-month internship – \$26,500• 6-month internship – \$29,800 <p>* All prices exclude GST</p> <p>The candidate will receive a stipend of \$3,300 per month which equates to:</p> <ul style="list-style-type: none">• 3-month internship – \$9,900• 4-month internship – \$13,200• 5-month internship – \$16,500• 6-month internship – \$19,800 <p>Please check the APR.Intern website for current pricing.</p>	<p>If the internship is facilitated and managed directly by the candidate and their supervisor there is more flexibility as to the financial commitments.</p> <p>Charles Sturt does not charge administrative fees and the only cost you incur is the candidate's stipend starting from around \$9,000. While each industry will have different norms the following information may guide the discussion.</p> <p>The minimum Commonwealth supported PhD scholarship stipend is approximately \$2,950 per month, which equates to stipend payments of:</p> <ul style="list-style-type: none">• 3-month internship – \$8,850• 4-month internship – \$11,800• 5-month internship – \$14,750• 6-month internship – \$17,700 <p>The maximum Commonwealth supported stipend is approximately \$4,362, which equates to stipend payments to the candidate of:</p> <ul style="list-style-type: none">• 3-month internship – \$13,086• 4-month internship – \$17,448• 5-month internship – \$21,810• 6-month internship – \$26,172 <p>Note: under this approach, all funds paid by the organisation go to the candidate.</p> <p>While we do encourage all host partners to provide remuneration for internships in recognition of the time and expertise of the candidate, it is recognised that this might not always be possible (depending on the organisation).</p>

Disclaimer: These figures are indicative only and are based on data available in 2025. Actual costs may vary over time and are subject to change depending on the specific internship undertaken.

Who is APR.Intern?

APR.Intern is a not-for-profit organisation dedicated to strengthening industry-university collaboration and empowering candidates to thrive in a practical research environment.

APR.Intern's experience ensures both interns and their host organisations are well-supported through the process, resulting in cost-effective innovation through short-term focused projects with minimal administrative burden for your organisation.



Process and support

The next steps and support for the process will depend on how the internship agreement is managed.

If the internship is facilitated and managed by APR.Intern their process will be followed as outlined on their website: aprintern.org.au/business-info

If the internship is facilitated and managed by Charles Sturt then the process will depend on which of the following scenarios applies:

- a) A current PhD candidate has approached you about being a host organisation:
 - You will then work with the candidate and their supervisor to design an appropriate project and complete the PhD Internship Project Plan and Agreement Form (PIPPA).
- b) You are interested in hosting a candidate, but do not have a specific person in mind:
 - Email the Office of Graduate Research at Charles Sturt (graduateresearch@csu.edu.au) indicating you are interested in hosting a PhD Internship and a member of the team will contact you with options depending on the industry area.
- c) You have a staff member who is interested in undertaking a PhD and would like to include an internship as part of the degree:
 - Email the Office of Graduate Research at Charles Sturt (graduateresearch@csu.edu.au) indicating you are interested in hosting a PhD Internship with one of your staff and a member of the team will contact you with options depending on the industry area.

You can also talk with our Advancement team about organising a philanthropic donation to support an intern.

→ info.csu.edu.au/invest-in-research

The APR.Intern team has over 10 years' experience working to bring together over 500 industry partners with Australia's brightest emerging research talent.

Contact us

For any questions, please contact:

Office of Graduate Research
graduateresearch@csu.edu.au
or call + 61 2 6933 2578

 research.csu.edu.au



Charles Sturt
University