

3 An Clochar, Convent Road, Doneraile, Co. Cork, Ireland



April 2015

To Whom it May Concern:

It is a pleasure to meet you. Below and attached please find the information about our programs. We hope we can work together in the future.

WHITE in Ireland (Work experience Housing Internship Training Erasmus in Ireland) is an English Language, hosting, training, and intermediary company, in the mobility projects, based in Co. Cork, Ireland. We are a small company that provides personalised service for students and groups. We work with only a select few candidates a year to provide the best possible experience while here in Ireland. Our main goal is to make the students more employable when they return home by giving them actual work experience in their field for their CV and improving their English language skills. Hopefully this will also give the student add confidence. These are important factors to us in an increasingly competitive job market.

We have 3 different programs we offer, Agricultural, Horticultural, and our WHITE (business) programs. Each has different applications and costs. Our experienced team would be delighted to work with you and provide your students with a high quality personal service. We charge a transportation fee to all students of €80. This is to transport them from Cork City to and from their host family or farm. If they choose to fly into Dublin they would need to take a bus to Cork city (we provide all of the necessary information). This would cost around €25 return.

Our fee is the same for all programs, €300. This amount is for our Monitoring and Cultural Preparation Service: Document Preparation, Cultural Training, Locating Work Placement Company, Administration, Certificates, and Supervision. We provide all accepted students with a 15 page welcome to Ireland package. (See below)

- Work placement in many sectors immersing the Candidates in an English speaking environment
- Excellent Accommodation with Irish Host Families further reinforcing the need to speak in English
- Document preparation, before arrival, during your stay and after departure if needed
- Pedagogical and Irish Cultural Training
- 24 hour availability and emergency support
- Supervisory visits by a member of staff to the Candidates on work placement
- Positive Communication: Close contact prior and during your stay in Ireland in order to eliminate any doubts or solve any problem that may arise and to ensure a smooth transition

3 PROGRAMS:

WHITE (business): I have attached an information sheet. The internships include: any business field, tourism, child care, and agri-business. The costs of this program vary as to the type of accommodations. The accommodations for these placements is either in one of our wonderful Irish families who provide top quality, full-board housing or the student can find his own accommodation. The cost for our top-quality full board Irish Host Families is €160 per week. (Information about host families is attached) The other the costs vary. I want to make you aware that some of these placements come as a package deal especially with tourism as the costs and options are too expensive and limited so the business offers accommodations which the student must use for the internship.



AGRICULTURAL: I have attached a document explaining our agricultural programs that is very descriptive. The internships include: dairy farm, mixed farm, sheep farm, and cattle farm. The costs of this program vary as to the amount of time a student is coming to the farm for. The entire cost to the student for a working farm (agricultural internship) of a month or more is around €500 (this includes our fees and transportation). If they are coming for less than a month then there are additional accommodation charges.

HORTICULTURAL: I have attached a document explaining our different seasonal programs that is very descriptive. The internships include: horticulture, gardening, landscaping, forestry, and tree and plant production. The costs of this program vary as to the type of accommodations. These companies are located in rural areas of Ireland as they need a lot of open land. The only accommodations for these placements is either in one of our wonderful Irish families who provide top quality, full-board housing or on one of the self-catering accommodations that two of our nurseries own and we administrate. The cost for our top-quality full board Irish Host Families is €160 per week. (Information about host families is attached) The other option is the self-catering accommodations which is €400 per month.

Answers to some possible questions:

1. The general supervision of the trainee: Our program needs to work for both sides; the student and the company. The Irish companies we work with are experienced with students and are in regular communication with us. We are available to communicate with the student 24/7 to answer any questions and help them with any issues. It has been our experience that when there is an issue that is usually either a language or a cultural issue.
2. Any additional transportation costs?: We try to accommodate a student as close to their Irish company as possible when we provide a host family. The host family will drive the student back and forth to the company (if it is too far) in most cases. Sometimes the student will need to take public transportation. We strongly advise all students coming to Ireland to get this as it is the ONLY card accepted for a student discount. If they want to explore Ireland on the weekends they will need it. "If you are planning on travelling to Ireland we strongly suggest you get the international student card so you can get student discount for travel here at: <http://www.isic.ae/> "
3. Age of candidates: Our policies are this we will take any student 18 or older who qualifies for our program. We will take 17 year olds only for our Agricultural and Horticultural programs and only with a parental release and in groups of 2 or more. Any student under 18 in Ireland is a minor and business companies will not take them. If we accept 17 year olds then they will be placed together in the same company as they are minors in Ireland and we place them in pairs. We will not take any student younger than 17 years old. So you understand this has become a big issue in businesses in Ireland over the last year (even regarding Irish Students) and as we said earlier our program needs to work for both sides.
4. Working with Child care, the disabled or elderly people: -We provide year round through our WHITE program. All applicants must be first VETTED.

VETTING: Any student wishing to apply for a social care or services internship will need to get "vetted" by your police before they come here. The clearest way to say it is this: Ireland takes working with children or the disabled very seriously. ANYONE who works with children or the disabled must be cleared by the police first. In order for you to work with children or the disabled here you must first get a document from your own police showing you have clearance and email it to us in your language and a copy in English. It is called "police vetting" here. I would go to the

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police station there and tell them that you are planning to work with children in Ireland and the Garda here have asked you to send them a document showing police clearance from your country. You will need to email us copies of your police vetting both the original and an English translated version.

5. Our Process:

To apply for either program we require the student to provide:

1. A current CV in English
2. A fully completed application form.
3. A copy of a current ID or passport.
4. Proof of experience or educational training in their field if asked
5. Their current English level

Once an application is accepted we require the student to provide:

1. Any paperwork (program or school requirements) or training agreements (All paperwork must first be approved by WHITE before a company will sign it)
2. A signed agreement with WHITE for their program
3. Copies of all insurance policies 2 weeks prior to arrival in Ireland
4. A Skype meeting
5. Copies of their flight tickets
6. Payment for their invoice 7 days prior to arrival in Ireland

Should you need any further information please free to contact us we are here to help.

Sincerely,

Michael Ryan