

INTERNATIONAL STUDENT CARE ORGANISATION (ISCO)



P.O. BOX CO. 1181 TEMA-GHANA, WEST/AFRICA OFFICE TEL: +233-303-305104/+233-27-7671438/+233-28-5038186
E-MAIL:iscogh@yahoo.com/iscogh@hotmail.com WEBSITE:www.iscogh.org/www.iscogh.com

GUIDELINES ON VOLUNTARY WORK AND INTERNSHIP PLACEMENT PROGRAMS

INFORMATION

Although being a professional is a fulfilling and rewarding career, it has been revealed that the number of men and women training to be professionals in the developed countries has dropped well below average. There is therefore the need for young men and women from developing countries to fill this vacancy. This year alone, over 30,000 professionals are required for this purpose. It is our wish that all those who will apply with the requisite qualifications will go through successfully. Once you apply we will liaise you directly with the proper institution.

APPLICATION PROCEDURE

- Complete "International Student Care Organization (ISCO)" voluntary work and internship application form.
- ISCO website contain the application form and instructions for applicant hence one can also apply on line.
- Submit your curriculum vitae (C.V) with your application form.
- Submit an original or certified training school graduation transcript for the placement programs for under diploma student.
- You can also submit a college or university graduation transcript for post-diploma placement program.
- If you are currently in your graduation year, interim lists of grades are acceptable until the final graduation grades are ready.
- Submit the completed original or certified copies of your documents for filling in the interim personally to our office.

- Applicants with English language proficiency and other foreign language certificate may be an added advantage in some cases.
- Applicants are to submit 20 coloured passport size photographs during processing of documents.

TERMS AND CONDITIONS

- ISCO will within its remits, provide consultancy and excellent placement but will not accept responsibility for the outcome of applications with false information.
- The once only membership fee is non-refundable.
- All successful applicants shall be issued with a membership and International Student identity cards.
- Membership of ISCO is non-transferable.
- All documents sent by ISCO are strictly confidential and for clients only.
- The content of documents shall not be divulged to third parties.
- ISCO will not accept responsibilities for documents lost during posting.
- For those paying in installments, no material will be processed until the Processing fee is paid in full.
- ISCO deserves the right to disqualify clients and withdraw its services from those who have not complied with these terms and with those who mislead ISCO directly or indirectly.
- Application process shall take at least, 3-6 months unless in the case of applicants who were refused with visa issuance.

CONCLUSION

We hope this information has been of value to you. However, if this leaflet fails to answer some of your questions, please write to our enquiry department and not application processing department using the contact address or you can call any of our phone numbers and we will endeavour to answer your queries and questions.

Any suggestion is also welcome. Thank you.

Please note that if you email us, we will reply you on the same day.