# uc3m Universidad Carlos III de Madrid

# Professional Internships

Academic Year: (2022 / 2023) Review date: 19/07/2022 10:56:13

Department assigned to the subject: Social and Private International Law Department

Coordinating teacher: BARCELON COBEDO, MARIA SUSANA

Type: Electives ECTS Credits: 9.0

Year: 4 Semester:

### REQUIREMENTS (SUBJECTS THAT ARE ASSUMED TO BE KNOWN)

Only students who have completed a total of 110 ECTS credits are eligible for the Internship.

#### **OBJECTIVES**

Improvement of employability.

Knowledge of work environments.

Relations at work.

Teamwork.

Punctuality, order, discipline.

Creativity, originality, contribution of innovative ideas.

Problem solving.

#### **DESCRIPTION OF CONTENTS: PROGRAMME**

It is established by each collaborating entity

## LEARNING ACTIVITIES AND METHODOLOGY

The internships can be carried out with a duration of 225 hours in the companies, professional offices or public bodies with which the University has signed a collaboration agreement, and which offers punctually according to the academic calendar established for this purpose. The places offered by the Vice Dean's Office are assigned, in the first instance according to the student's academic record. Notwithstanding which, in some cases, if the entity makes it explicit, the assignment of the internship is subject to overcoming an eventual selection / interview process.

In the same way, you can also choose to do the internships in a company selected and offered by the SOE (Employment and Guidance Service). In this case, express authorization will be required from the competent Vice-Dean's Office. Unlike the previous modality, it will be possible to carry it out in periods other than those officially established (non-school periods, first or second semester), although it will be necessary to comply with the registration deadlines established in general and, in any case, the credits are attributed exclusively to the first semester of the fourth year; regardless of when they were made.

In the event that it is preferred, instead of opting for the places offered by the Vice-ecanato, go to the SOE internship exchange, it is necessary to notify the Student Service within the period indicated, which implies the waiver to request place in the first category. It must be borne in mind that the approval of the Vice-Dean's Office is essential in order to validate practices by said SOE. If they do not receive said V°B°, that internship period may only be considered as ¿extracurricular internships¿, to which no credit can be granted, without prejudice to the value they must have in the student's professional future

# ASSESSMENT SYSTEM

the external tutor issues a report the student must prepare a practice that is valued by the Vice Dean

With both elements, the external practices will be valued with 100% continuous evaluation.