

Internship

Academic Year: (2023 / 2024)

Review date: 17-04-2023

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

Coordinating teacher: NAVAS-PAREJO ALONSO, MARTA

Type: Electives ECTS Credits : 9.0

Year : 1 Semester : 2

OBJECTIVES

- Apply in a real context the theoretical and practical knowledge acquired in the classroom.
- To acquire new skills related to the profession in a real applied context, and familiarity with updated professional trends.
- Learn about the labor market situation in the corresponding professional segment.

DESCRIPTION OF CONTENTS: PROGRAMME

The student will undertake the practicum in a public or private company or public institution.

Said practicum must be directly related to the fulfilment of tasks that correspond to the specialisation the student. The student will have a external tutor and an academic tutor during 225 hours

The internships will be directly related to the content of the Master.

LEARNING ACTIVITIES AND METHODOLOGY

TRAINING ACTIVITIES OF THE STUDY PLAN REFERRED TO SUBJECT

Code	Total Hours	Contact Hours	% student presence
AF6	225	202,5	90%
TOTAL SUBJECT	225	202,5	90%

TEACHING METHODOLOGIES

MD5 Preparation of papers and reports individually or in groups under the supervision of the external tutor of the institution in which the student carries out his/her internship.

With regard to tutorials, a schedule is set by the internship coordinator, published in Aula Global, in addition to a permanent contact throughout the school period.

The course will have the following development:

- 1) The academic supervisor will brief the students through specific meetings at the beginning of the course, in order to inform them about the general guidelines.
- 2) The students will be invited by companies to conduct selection interviews. The assignment of the specific company/institution in which the student will carry out the internship will be carry out within the framework established in the Educational Cooperation Agreements that the Master or University has signed with the different companies/institutions, and taking into consideration the preferences of the students, their academic trajectory, their curriculum vitae, as well as the availability and possibilities of these companies and institutions to host them.
- 3) After passing the selection process, students will join to perform 200 hours of practice in a particular company.
- 4) While in the company, the student will have an academic adviser to see progress in their practices and provide technical support. We also have a tutor in the company in order to lead, guide and

supervise student activity in the company. At the end of the internship, the external tutor will send an assessment report to the university.

5) Finally, the students will complete their own report on practices for evaluation.

ASSESSMENT SYSTEM

The students will develop practical skills, knowledge, and attitudes through internships in a company or agency for a period of time.

The tutors of each student in the destination institutions will monitor their progress, learning, completion of the program and any incidents that occur during the external internship period. At the end of the internship period, they will write an explanatory report on the activities carried out by each student, and will include their assessment of the performance of each student. The content of the same will be transferred to the Academic Coordinator of the internships at the University.

At the same time, the student must make a report on the activity carried out during the external internship period in which he will refer to the subjects on which he has worked, the means with which he has done so and the tutoring he has received.

The assessment of academic performance will be comprised of the following:

- When the student completes a practicum in a company or institution, he/she will be subject to the assessment of an external tutor and this assessment will constitute 80% of the final grade.
- The final report the student must submit to his/her academic tutor will constitute 20% of the final grade.