

## External Academic Internships

Academic Year: ( 2024 / 2025 )

Review date: 10-12-2024

Department assigned to the subject: Business Administration Department

Coordinating teacher: ZARRAGA OBERTY, CELIA MARIA

Type: Electives ECTS Credits : 12.0

Year : Semester :

**DESCRIPTION OF CONTENTS: PROGRAMME**

All those activities undertaken by students in companies, institutions and organizations, which seek to give a practical complement, provided that these activities are relevant to the educational objectives of the grade helping also the students' careers. These tasks must be developed in companies in the list by the SOPP, which contains the list of companies authorized by the University with training cooperation agreement enriching for the student. We do not accept practices in other companies in this subject.

**ASSESSMENT SYSTEM**

The final grade in the course is based on two documents:

¿ ACTIVITY REPORT prepared by the student (40% of the grade): It is a summary of the tasks developed in the internship and the learning done.

¿ REPORT OF THE EXTERNAL TUTOR in the company (60% of the grade): It is a document with the company's evaluation of the students' work done in their internships. This evaluation will be written by the tutor in the company in a predefined document, which the students must provide him/her with.