

## **OUTLINE OF ACADEMIC INTERNSHIP supervised by MST**

### **Learning objectives:**

1. Application of skills and knowledge acquired during the course of the study
2. Acquisition of relevant knowledge, insight and skills through work experience<sup>1</sup>
3. Working independently

### **Choice of the subject:**

1. It should add to the content of the study programme. The term 'academic' shows in general terms that the level of the internship is appropriate to the scientific character of an MSc.
2. It should give an opportunity to reach the learning objectives:
3. It should give an opportunity to reach personal learning objectives, as stated in the internship contract.
4. Sufficient preparatory courses must have been taken (otherwise preparatory courses are necessary).

### **Work requirements:**

1. Fields in which the student operates must be set in advance.
2. Academic level: reflection, analysis, problem solving and preparation/justification of a work plan are part of the internship
3. Progress discussions, reporting and final evaluation are necessary

### **The internship provider:**

1. Should be informed about what is expected from the student
2. Should have academically trained employees
3. Should be aware that the students learning processes are more important than output

### **Agreement with supervisor is necessary on:**

1. The nature and scope of the working activities
2. Organisation of supervision
3. The structure of the final report
4. Evaluation criteria
5. Academic internship contract content

### **Content of the final report:**

1. Description of the problem
2. Literature used for the analysis
3. Methods and approaches applied
4. Results / findings
5. Conclusion / discussion / recommendations
6. Self reflection report

### **Evaluation:**

1. See the assessment form on the MST – internship website
2. The final mark is granted under the responsibility of the University; internship provider has an advisory role.

### **Testimonium:**

If the internship fails to meet its objectives outside the responsibility of the student, in consultation with the Examination Board a testimonium can be awarded

### **Presentation**

This can take place at the organisation providing the internship. The presence of the supervisor is required.

### **Final defense**

At the university, in the presence of supervisor and examiner (any staff of the MST group).

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<sup>1</sup> *By comparison, the goal of a minor thesis is to broaden academic knowledge and its application*