

Recognition of internships and work placements

	EUV	AMU
Duration of Internships	<p>Full-time (35-40h per week) 5 to 6 weeks for 6 ECTS 7 to 8 weeks for 9 ECTS 10-11 weeks for 12 ECTS (SPO2020) 9.5 to 11 weeks for 12 ECTS (SPO2023)</p> <p>Part-time work placements must be extended accordingly</p>	<ul style="list-style-type: none"> MoDE 2020-2023: Minimum duration 380h (3 months) MoDE 2024: Minimum duration 480h (12 weeks)
ECTS	Up to 12 ECTS	<p>MoDE 2020-2023: 12 ECTS MoDE 2024: 18 ECTS</p>
Recognition procedure	<p>1. The following documents must be sent to study-ens@europa-uni.de for pre-evaluation:</p> <ul style="list-style-type: none"> o <i>Application form for internship recognition</i> o <i>Internship certificate</i> issued by the company <ul style="list-style-type: none"> ▪ including duration, weekly workload and completed tasks ▪ signed by the internship supervisor <p>2. MoDE Examination board evaluates the documents</p> <p>Positive decision:</p> <ul style="list-style-type: none"> • Examination office of the EUV will register the internship 	<p>1. The following documents must be sent to filip.bialy@amu.edu.pl</p> <ul style="list-style-type: none"> o <i>Report on internship or previous employment</i> signed by the internship supervisor
Further information	<ul style="list-style-type: none"> • Substitution of missing ECTS by participation in workshops offered by the Viadrina Founders Center (Gründungszentrum) <ul style="list-style-type: none"> • 1 workshop (16 hours) = 1 ECTS • Work placements can be recognized (requirements: see <i>Annex 3 SPO</i> below) 	<p>Dr. Filip Biały (filip.bialy@amu.edu.pl) provides further information on requirements</p> <ul style="list-style-type: none"> • Work placements can be recognized (requirements: see <i>Mandatory Student Internship Regulations</i>)
Official documents providing all details	<p>Annex 3 SPO 2020</p> <p>Annex 3 SPO 2023</p> <p>Application form for internship recognition</p>	<p>AMU MoDE Mandatory Student Internship Regulations</p> <p>Appendix 4. Report on internship or previous employment</p>