

International winter welcome School of Engineering and Architecture University of Bologna

international programmes

SCHOOL OF ENGINEERING AND ARCHITECTURE



Internships

Giuseppe Nottola
Internship Office
School of Engineering and
Architecture
Bologna Campus

Internships

Curricular Internship

is a learning activity configured as a module of the degree programme the student is enrolled on and offers the opportunity to carry out a practical experience, inside or outside the University of Bologna.

Internship for preparation for the final examination

is the curricular internship aimed at writing the final examination.



Internships

A **curricular internship** can be **elective** or **compulsory**, depending on the study plan of the degree programme the student is enrolled on.

If the internship is **elective** the student has to put it in the study plan before applying for it through the web application dedicated to internships.

After having inserted it in the study plan, the student has to autonomously find a host structure where to perform it and can apply for it during the whole academic year.

The internship has to be performed during the year specified by the study plan of the degree programme or at a later stage but not before.

Internship requests are evaluated by the Internship Board of the degree programme once per month, approved practical activities can usually start from the following month onwards.

Each internship must be authorised by the Internship Board before it starts and, at the end of it, the student has to be assessed in order to have ECTS recorded in the study plan.

The **duration** of curricular internships depends on the number of ECTS (academic credits) associated to it in the study plan (1 ECTS=min.25 hours/max.30 hours).



Internships

Second Year

4) Altre Attività Formative/Elective Courses (6 CFU)

Choose 6 ECTS among the following courses:

		period (?)	Type (?)	ssd (?)	cfu (?)
82522	INTERNSHIP	1	F		6
78858	Laboratory of Business Plan M	2	F	ING- IND/35	3
78860	Topic Highlight M	2	F		3

4) Attività Formative A Scelta Libera Consigliate/Courses Freely Chosen By The Student (12 - 18 CFU)

Choose at least 12 ECTS. The course board suggests to attend to the following courses



Internships

Second Year



2) Prova Finale/Final Examination (21 CFU)

Students can choose only the "Final examination" (Group A) or the "Final examination" and one of the learning activities among "Internship for preparation for the final examination", "Internship abroad for preparation for the final examination" or "Preparation for the final examination abroad" (Group B).

2.1) Group A (max limit 21 CFU)

	period (?)	Type (?)	cfu (?)
60750 FINAL EXAMINATION	E	E	21

2.2) Group B (max limit 21 CFU)

	period (?)	Type (?)	cfu (?)
84551 INTERNSHIP ABROAD FOR PREPARATION FOR THE FINAL EXAMINATION	1	E	18
86296 INTERNSHIP FOR PREPARATION FOR THE FINAL EXAMINATION	1	E	18
84548 PREPARATION FOR THE FINAL EXAMINATION ABROAD	1	E	18
86301 FINAL EXAMINATION	E	E	3



3) Attività Formative A Scelta/Elective Courses (12 CFU)

Choose 12 ECTS among the following courses:

	period (?)	Type (?)	ssd (?)	cfu (?)
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Internships

Training and professional guidance internship

is targeted to **graduates** within 12 months from graduation, it is paid and can be activated only in Italy.



Internships

How does the internship work for extra-EU students/graduates?

The intern needs to hold a valid stay permit for study purposes or a permit pending employment in Italy at the time the internship starts.



http://www.engineeringarchitecture.unibo.it/en/school/the-school-offices/internship-office

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ALMA MATER STUDIORUM UNIVERSITÀ DI BOLOGNA
SCHOOL OF ENGINEERING AND ARCHITECTURE

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Internship Office

Information on internships and administrative support.

The School of Engineering and Architecture provides information and administrative back-up for students and graduates who wish to do an internship, and for companies and institutes intending to liaise with the University in providing this opportunity of contact with the working world.

Staff at Bologna

Giuseppe Nottola

Loredana Daniele

Alessandra Pasi

Contacts



Internship Office - Bologna

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0512086234

TIMES

Monday, Tuesday and Wednesday: 9:30-11:30 am

Tuesday and Thursday: 2:30-3:30 pm

unibo.it

Follow us on:



Contacts

Certified e-mail - PEC

Administrative divisions

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100%

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School of Engineering and Architecture | University of Bologna



Home

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Curricular internship & Dissertation-related internship - Bologna Campus

A **Curricular internship** is a learning experience envisaged in the course structure diagram of the degree programme as part of the University education. The internship provides practical experience in structures within or external to the University of Bologna, enabling students to obtain the University educational credits envisaged in their study plans and skills relevant to their learning paths.

A **Curricular internship for dissertation purposes** is a curricula internship carried out for the purpose of preparing the final report or dissertation, based on a plan agreed with the Supervisor/Academic Tutor.

- **Students enrolled prior to the 2016/17 academic year** can arrange to carry out an **internship for dissertation purposes**, even if not formally contemplated in their degree programme.

- **Students enrolled from the 2016/2017 academic year onwards** can only arrange to carry out a **curricula internship for dissertation purposes** if it is formally contemplated in their degree programme.

All internships must be carried out on the basis of an **internship agreement** signed between the University of Bologna and the Host Organisation (company, public body, professional firm, etc.) and an **internship programme** signed by the parties concerned (Student, Academic Tutor and Host Organisation Contact Person).

The internship:

- can only be arranged if envisaged in the course structure diagram of the degree programme on which the student is enrolled;
- if optional, must be included in the study plan by the student before arrangement is requested;
- has a duration of min. 25 hours/max. 30 hours for each University educational credit attributed to it in the course structure diagram of the degree programme, without prejudice to any different national or European regulations;
- must be completed, at the latest, within 12 months of the start date;
- cannot be carried out at a structure whose legal representative, partner/member or senior executive is closely related, by blood or marriage or equivalent (second degree or closer), to the student concerned.

The inclusion of an internship in the study plan does not result in its direct assignment by the University. Students interested in carrying out an internship must take action in good time to find a willing host.

The Internship Board of the degree programme is responsible for assessing the proposed internship and authorising the activities to be carried out. The Internship Office liaises with this Board.

The internship cannot be started until it has been approved by the Internship Board and the student has downloaded the attendance register.

The rules governing internships do not apply to other activities carried out in order to complete a course unit and/or the final exam that, by contrast, involve occasional attendance not on a continuous basis.

[Student Area](#)

[Companies/Bodies Area](#)

Contacts



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Thank you!

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