



Information about the Internship

Before the final exam - after Semester 6 - students are obliged to apply for an internship at a company. During the internship students are required to do a job which is related to civil engineering. The aim of the internship is to gain professional experience in a hands-on environment. Moreover, fruitful and meaningful connections with civil engineering companies can be established. Minimum length of the internship: **6 weeks**.

The period of the internship: **21 June 2021 – 19 August 2021**.

Before starting the internship, a Cooperation Agreement must be signed in **3 original copies** by both the company and the university. Please use the attached Cooperation Agreement Form. First, fill in all 3 Agreements and have them signed and sealed by the company. Then, send them to the Secretariat of the Department (Office 313). After the representatives of the Faculty have signed and sealed the 3 copies, one copy will be sent to the company. Also, an Acknowledgement for Internship Attendance (also attached) must be filled in and signed by the firm and sent to the Secretariat of the Department **by no later than 21 June 2021**. Please note that this procedure may take a few weeks, so start the preparations in time as the internship cannot be started without a valid Agreement.

At the end of the internship an Internship Report and a Certificate of Completion must be submitted to the university (Department of Civil Engineering office B313). The **deadline is 1st of October 2021**. (Internship Report - This is a summary of your internship experience informing the University of the skills you learned and the opportunities you had to apply those skills. Your internship report includes relevant details about your intern experience, such as a description of your position with the organization, the tasks you completed and the skills you learned.)

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