

Información del Plan Docente

Academic Year	2018/19
Subject	28750 - Internships
Faculty / School	
Degree	
ECTS	5.0
Year	---
Semester	Second semester
Subject Type	
Module	---

1.General information**1.1.Aims of the course****1.2.Context and importance of this course in the degree****1.3.Recommendations to take this course****2.Learning goals****2.1.Competences****2.2.Learning goals****2.3.Importance of learning goals****3.Assessment (1st and 2nd call)****3.1.Assessment tasks (description of tasks, marking system and assessment criteria)****4.Methodology, learning tasks, syllabus and resources****4.1.Methodological overview**

The learning process designed for this subject is based on the following:

Internship in a company.

4.2.Learning tasks

The syllabus which is offered to the students in order to help them achieve the set results includes the following activities:

Within the dates previously established, the students must submit an application form (Form B) for internship. Those students who have already passed 50% of the degree credits will have priority. In order to apply it is, however,

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compulsory to have passed at least 90 credits of the degree.

The Internship in company Department, following the demand of private companies and public entities, will make up a list containing the offer of internships that might be done during the year. The internship call will be based on the available offer.

Prior to the beginning of the internship, the programme partner company or the student (following the company's instructions) must notify the Department of Internships in EUPLA the start date of the internship and also send the required information as per Form A and C . The Department of Internships in EUPLA will draw up the agreement and send it to all involved parts for them to sign it.

Once the placement has been assigned, and before the students sign the agreement, they must get enrolled in the subject *Internship in Company*. This enrolment follows the general conditions that are set in the Admission and Enrolment Regulations of the Universidad de Zaragoza.

For the carrying out of the internship, its duration and the subsequent assessment, an equivalence of 60 hours per ECTS will be estimated.

At the end of their internship, students must submit a copy of their report together with a certificate from the company in the School's office. This report will be revised by the teacher responsible for the Internship Department, who will evaluate the internship period of the student.

4.3.Syllabus

The syllabus is different for each student and company.

4.4.Course planning and calendar

Schedule for in company sessions and submission of assignments.

During the official enrolment period, the student will enrol in the corresponding subjects *Internship*. This enrolment follows the general conditions that are set in the Admission and Enrolment Regulations of the Universidad de Zaragoza.

Within the time limit set by the School, the student will have to submit a copy of their report together with a certificate from the company in the School's office.

Content

Subject contents required to obtain the learning results.

Not applicable.

Resources

Documentation

All the necessary documents can be downloaded from the School's web page or collected at the Internship Department.

Agreement Form: **Form A**

https://eupla.unizar.es/sites/eupla.unizar.es/files/archivos/PracEmp/modelo_a.pdf

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Student's Data Form: **Form B**

https://eupla.unizar.es/sites/eupla.unizar.es/files/archivos/PracEmp/modelo_b.pdf

Company data Form: **Form C**

https://eupla.unizar.es/sites/eupla.unizar.es/files/archivos/PracEmp/modelo_c.pdf

Internship Regulations:

https://eupla.unizar.es/sites/eupla.unizar.es/files/archivos/PracEmp/normativa_practicas_externas.pdf

4.5. Bibliography and recommended resources