

**Información del Plan Docente**

<b>Academic Year</b>	2017/18
<b>Faculty / School</b>	
<b>Degree</b>	
<b>ECTS</b>	6.0
<b>Year</b>	---
<b>Semester</b>	Indeterminate
<b>Subject Type</b>	
<b>Module</b>	---

**1.General information****1.1.Introduction****1.2.Recommendations to take this course****1.3.Context and importance of this course in the degree****1.4.Activities and key dates****2.Learning goals****2.1.Learning goals****2.2.Importance of learning goals****3.Aims of the course and competences****3.1.Aims of the course****3.2.Competences****4.Assessment (1st and 2nd call)****4.1.Assessment tasks (description of tasks, marking system and assessment criteria)****5.Methodology, learning tasks, syllabus and resources****5.1.Methodological overview**

The methodology followed in this course is oriented towards achievement of the learning objectives. It consists of:

Internship in a company.

## 30161 - Internships

### 5.2.Learning tasks

The course includes the following activities:

Within the previously established dates, 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, however, it is compulsory to have passed at least 90 ECTS 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 program 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 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 course *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.

### 5.3.Syllabus

The syllabus is different for each student and company.

### 5.4.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.

## 30161 - Internships

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**

[http://www.eupla.unizar.es/files/docs/empresas/modelo\\_a.pdf](http://www.eupla.unizar.es/files/docs/empresas/modelo_a.pdf)

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

[http://www.eupla.unizar.es/files/docs/empresas/practicas/modelo\\_b.pdf](http://www.eupla.unizar.es/files/docs/empresas/practicas/modelo_b.pdf)

Company data Form: **Form C**

[http://www.eupla.unizar.es/files/docs/empresas/practicas/modelo\\_c.pdf](http://www.eupla.unizar.es/files/docs/empresas/practicas/modelo_c.pdf)

**Internship Regulations:**

[http://www.eupla.unizar.es/files/docs/empresas/normativa\\_academica.pdf](http://www.eupla.unizar.es/files/docs/empresas/normativa_academica.pdf)

### 5.5. Bibliography and recommended resources

There is no bibliographic material for this subject.