

Praktikantenamt Weihenstephan

Internship department

Sustainable Resource Management

Internship as Free Elective module

Students starting winter semester 2024/2025

06.11.2024

- The Internship at xxx in xxx has given me great experience to work in the field of embedding sustainability economically in global operations. It enriched my knowledge, improved my working skills, enhanced my social and intercultural skills, and opened my focus on how I want to further pursue my studies and professional career. Within the first couple of weeks was a lot to learn, catching up on a broad variety of sustainable scientific topics and research opportunities to introduce new ideas to develop the xxx project. Getting a first glance at how my work can contribute for companies to become more environmentally friendly has opened my mind to want to become an expert in it. To achieve sustainability in a global organisation

My teamwork skill has improved. Particularly on supply chain academy team, where mostly someone is responsible for one particular part. Therefore, for an iLearn to be complete, everyone needs to be able to do their part properly and work together with the others.

✓ In addition to it, my communication skill has also improved. In line with previous point, being able to work with others means we have to communicate effectively. My responsibility as moderator also demands me to be able to present and convey the message in an effective yet relaxed manner. Now, I understand how to communicate properly with my colleagues and supervisors.

✓ I am also able to prioritize. In most cases, I was assigned to a variety of tasks with different targets, relevance, and deadlines. It is then important to know which one has the highest priority and the closest deadline.

✓ Additionally, my ability to work with different softwares has expanded further. Throughout my internship I had to work with different softwares: Microsoft office, AnyLogic, and Adobe Presenter are among them.

✓ Last but not least, my German skills have improved. Although most tasks and meetings are conducted in English, sometimes I would communicate team members in German. This has mostly helped

particularly with my writing skills.

It was indeed a great pleasure for me to work with xxx. My internship improved my practical knowledge in the field of biogas production and gave me insight into working conditions in a foreign culture by improving my intercultural skills. I reached the goals of the internship by performing my duties and responsibilities. My calm and patient personality provided me good practices during the internship. It was a great opportunity to meet people from different cultures and introduce my culture to them. During my internship, I worked with my colleagues in nice harmony. Apart from that, I believe, the internship helped to improve my communication skills and German skills.

At first, I was worried that I would be stuck with boring work and unpleasant colleagues. However, it all turned out to be wrong from day one. The tasks assigned to me are proven to be important and relevant. I have also met friendly colleagues. These also changed my perspective towards office work being dull and exhausting. My working atmosphere was positive, friendly, and supportive. Being an intern at xxx was my first corporate experience, and as a student, I had a lot to learn. In that learning journey, of course I would need some time to adjust and make mistake every now and then, but what is important is that I am eventually able to find my working pace and learn from my mistake. Gaining practical experience was my main goal, in addition to fulfilling university's requirement. I also gained knowledge about various supply chain processes, which is important for my career as future resource manager. My knowledge has also widened. Xxx also attempts to include sustainability at most of its sectors, which makes me realize that sustainability is a broad topic that can be integrated into various aspects, even the ones I thought were not possible. Given all the points and experience so far, I would evaluate my internship as good.

The biggest achievement I made during my mandatory internship at xxx was that I gained confidence working in the real world. I was able to learn how to cooperate and receive feedbacks from colleagues for the better. Through researching on Sustainability Risk Management, I was able to realize that this process of researching would help my further career for good. Making an interaction with colleagues was also great experience because I learned a lot through understanding and respecting their points of view.

These weeks of mandatory internship at xxx was the time that I was able to apply what I theoretically learned from the classroom. I have learned what sustainability is and why it is important for the corporations to deal with it. However, as I really worked with the hands-on experience, I was able to realize that the ...

www.praktikantenamt-weihenstephan.de

E-mail: praktikum.forst.srm@paw.bayern.de

Monday, Wednesday, Thursday: 8.30 – 12.30
Tuesday: 8.30 – 15.30

Contact: Kornelia Schredl: 08161 / 71-3572
praktikum.forst.srm@paw.bayern.de

For individual consultation and during the lecture-free periods make an appointment with us, please.

During your studies, you can do an internship of at least 7 weeks (full time) in fields related to the SRM program as a Free Elective.

We are to be contacted to get the approval for

- the internships you are intending to do (please include your matriculation number and a convincing job description of your company).

We check

- contracts (incl. working time regulations)
- reports [report guidelines](#)
- confirmations of completion
- certifications

We recognize your 7 week internship and automatically register 10 ECTS.

The internship may be completed part-time for at least 20 hours per week.

Internships and other activities that were completed before the start of your degree program, as well as working student positions during the course of your studies, cannot form the basis for the internship

Module catalog:

until start of degree program WS 19/20 = 300 hours / 10 ECTS

from start of degree program WS 20/21 = 360 hours / 12 ECTS

from start of degree program WS 23/24 = 360 hours / 12 ECTS

from start of degree program WS 24/25 = 300 hours / 10 ECTS



Startseite

Mitarbeiter

Praktikumsbörse

Studiengänge HSWT

Studiengänge TUM

Berufs- und Arbeitspädagogik

Kurse und Lehrgänge

Staatsdienst

Versicherungen

Praktikantenamt Weihenstephan



Alte Akademie

Das Praktikantenamt Weihenstephan hat seinen Sitz in der alten Akademie auf dem Weihenstephaner Berg. Es berät und begleitet Studierende der Technischen Universität München an der School of Life Sciences und der Hochschule Weihenstephan-Triesdorf bei den in den Studienordnungen vorgeschriebenen betrieblichen Praktika.

Öffnungszeiten / Opening hours

Bitte nehmen Sie bevorzugt per Mail Kontakt mit uns auf! - Please contact us via email!

Montag, Mittwoch, Donnerstag: 8.30 Uhr-12.30 Uhr. Dienstag: 8.30 Uhr-15.30 Uhr

Für eine Einzelberatung machen Sie bitte einen Termin mit uns aus.

Monday, Wednesday, Thursday: 08:30-12:30 / Tuesday: 08:30-15:30

For individual consultation please make an appointment with us.

HSWT - Wir bitten Sie Ihre Anmeldeunterlagen zur Praxisprüfung bevorzugt per Mail einzureichen !

➤ praxissemester.praktikantenamt@hswt.de



So erreichen Sie uns: / How to find us:

Benutzen Sie an der 'Alten Akademie 1' den Eingang zur Cafeteria. Sie finden uns im 3. Stock.

Please take the entrance to the 'Cafeteria' at 'Alte Akademie 1'. You'll find us on the 3rd floor.

Aktuelle Informationen

Mandatory Internship: Sustainable Resource Management

Please note, that we need about 4 to 6 weeks to check your reports and the required documents- sometimes even longer, if there are papers missing or your report has to be reworked. Contact us if you would like to validate internships.

Kontakt

Sie erreichen uns immer auch per Mail. Ihre Dokumente können Sie auch gerne digital einreichen !

Praktikantenamt Weihenstephan
Alte Akademie 1
85354 Freising

Öffnungszeiten:

Mo, Mi, Do: 8.30 Uhr - 12.30 Uhr

Di: 8.30 Uhr - 15.30 Uhr

Fr: geschlossen

Telefonnummern der Mitarbeiter

E-Mail an die Mitarbeiter

Betriebe Agrarwirtschaft

Datenbank mit Ausbildungsbetrieben der bayerischen Agrarwirtschaft ➡

Ausbildungsbetriebe der Agrarwirtschaft in den Bundesländern ➡

<https://www.praktikantenamt-weihenstephan.bayern.de/237314/index.php>

Suchbegriff eingeben

WEIHENSTEPHAN · TRIESDORF
University of Applied Sciences

Praktikantenamt Weihenstephan

Startseite

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Praktikumsbörse

Studiengänge HSWT

Studiengänge TUM

Agrarwissenschaften -
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Forstwissenschaft und
Ressourcenmanagement

Forst- und Holzwissenschaft

Sustainable Resource Management

Berufs- und Arbeitspädagogik

Kurse und Lehrgänge

Staatsdienst

Versicherungen

Sustainable Resource Management - Master

Mandatory Internship

Please note, that we need about 4 to 6 weeks to check your reports and the required documents - sometimes even longer, if there are papers missing or your report has to be reworked.

Contact us if you would like to validate internships.

Sustainable Resource Management M.Sc.

► Link to your Study Course of Sustainable Resource Management M.Sc. with Module Catalog
☞

Please fill in forms after download and mail to:

E-Mail: praktikum.forst.srm@paw.bayern.de

Information



Information sheet

► SRM information sheet PDF 207 KB

User notice

For any applicant of Sustainable Resource Management (SRM) Master's program, the University of Applied Sciences Weihenstephan-Triesdorf (HAWT) is responsible for the processing of personal data.

Praktikantenamt Weihenstephan
Alte Akademie 1
85354 Freising

Phone: +49 (0) 89 309-1234
Fax: +49 (0) 89 309-1235
E-Mail: praktikum.forst.srm@paw.bayern.de

Documents



Internship - contract

► Internship - contract PDF 294 KB

Kontakte

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Di: 8.30 Uhr - 15.30 Uhr
Fr: geschlossen

phone

e-mail

SRM internship

You search for an internship by your own – possible areas:

- Climate, Air and Water
- Economic and Political Dimensions of Sustainability
- Landscape Management
- Management and Protection of Forest
- Material and Waste Management
- Renewable Resources
- Soils and Soil Management
- Sustainable Agricultural Systems and Products
- Wildlife and Protected Area Management
- List is expandable

SRM internship

Before you start:

- Schedule your internship in a way, that it does not conflict with any lectures.
- Contact the internship department to get the internship approved in advance (job description: name of institution, objectives, possible main tasks, your special field of interest, supervisor – professional qualification, how long will you be an intern there/working hours,...).
- If you decide to do a part-time internship (at least 20 hours/week), we need an overview of your planned tasks and confirmation from your employer that the work is equivalent to a regular internship. This certificate is issued by the employer in their own words and with their own content. There is no template for this from the Internship Office.
- Sign and submit the contract to the internship department before starting your internship
 - send all documents - digitally
 - no internship contract - no recognition as internship

**As long as the internship is not checked and listed by us,
you do it at your own risk and it might not get recognized.**

We also accept internships done in your home country.

Any questions regarding visa/work permits go to:

auslaenderbehoerde.kvr@muenchen.de

or the Foreigner's Office (Ausländerbehörde/Landratsamt) at the place where you live.

SRM internship

Important note: During your free elective internship you keep the status of a student. You are not an employee! This is relevant for the organization of the insurances during the internship period.

Insurance – free elective internship

- **Health insurance:** Contact the insurance company and let them know, that you are doing a free elective internship. Tell them also if you prolong the internship by a voluntary part.
- **Accident insurance:** In Germany you are automatically covered by the accident insurance of the company.
- **Liability insurance:** Highly recommended by the internship department, to discuss absolutely with the human resources department of the company.

SRM internship

During the internship:

- Working hours - dependent on company (full-time: 37,5 – 40 hours/week)
(part-time: min. 20 hours/week)
- Holiday - during the free elective internship you are not entitled. If leave is granted by the company itself, the days off must be made up for by extending the contract.
- National holidays - o.k.
- Overtime - compensation in days off - o.k
- Remuneration - no claim - free agreement

- Illness: contact human resources department of the company immediately, absence extends the internship - longer absence, contact us

The days of absence are recorded in the confirmation of completion.

Gender & Diversity

Like the Technical University of Munich in general, the TUM School of Life Sciences cultivates a culture of appreciation, openness and diversity. It is our goal to support all members of the school regardless of gender, nationality, religion and ideology, disability, age and sexual identity in their characteristics, abilities, interests and potentials.

Thus, in addition to providing advice and support for all eventualities of university life, we also offer various support programs as well as networking and continuing education opportunities. Do you have any suggestions, wishes or ideas? [All contact persons at a glance](#)

[Academic Career & Funding](#) →

[Gender Equality Officers](#) →

[TUM Family Service](#) →



Bild: iStockphoto.com/dorian2013

SRM internship

After the internship:

You have to submit digitally as a single coherent pdf-document:

- a confirmation of completion signed by the company
- a **10 pages** detailed report ([see report guidelines](#))
- with signed cover sheet

→ Submit the internship report and all necessary documents a.s.a.p. after finishing your internship to have the credits booked in your student account.

After you have finished the internship send all documents

to: praktikum.forst.srm@paw.bayern.de

only as:

one pdf file (if several files, contiguous - chronologically sorted) - no jpg files

Never forget in your e-mail:

matriculation number

study program

actual semester

formulated request

Contact: Kornelia Schredl

08161-713572

Internship report

- It is based on the rules of a bachelor thesis (report guidelines on our homepage).
- In principle, there are 3 main structure points:
 - Introduction and company description: organisation, personnel, technical equipment, objectives, special features?
 - Course of the internship: in which department have you been, what were the main tasks, which programs/projects have you been involved in?
 - Reflection: learning outcome, knowledge, connection to your study course, positive and negative experiences?

Do not worry! If the internship department cannot learn from the report, that your internship had been a success, we contact you, discuss the matter and you have the chance to rework.

Dear students:

Stay in contact with your supervisor from the beginning.

After a certain period – halftime - ask for a feedback talk with your supervisor to discuss how the internship went so far, what can be improved and what would you like to focus on the second half of the internship.

Be always in contact with your supervisor - this helps a lot, if the internship has to be adjusted to better follow your interests.

It is too late to change anything after you have finished the internship.

**Good luck with your
internship!**