

Dear student,

the course of the master's program Sustainable Resource Management demands a mandatory internship of 7 weeks. The internship accounts for 10 ECTS credits of your master's course. To receive these credits you have to accomplish your internship and to deliver following records to:

Praktikantenamt Weihenstephan
Alte Akademie 1
85354 Freising

Opening hours:
Monday-Thursday 8:30 – 12:30
Tuesday 8:30 – 15:30

Phone/E-mail: take a look at our homepage: www.praktikantenamt-weihenstephan.de/mitarbeiter

Before the internship we recommend that you

- **fill in an internship contract**
- **submit a copy** signed by the host organization and yourself to Praktikantenamt-Weihenstephan

Please make sure that you have

- **Health insurance**, valid in the country of your internship (a valid German health insurance while you are enrolled is a must!)
- **Liability insurance** (highly recommended!)
- **Accident insurance** (highly recommended!)
- **a visa** (if required)

After the internship we need the following documents

- **Personal internship report - printed and signed version** (not more than 10 pages / in English language)
Briefly describe the course of your internship. Give information about the key focus and your responsibilities during your internship. Include information about the connection between your work and the study program, as well as information about living and working in a foreign country. Deliver detailed information about the host organization, mentioning specifically good/weak points and positive/negative experiences.
- **Personal internship report - digital short version** send to: friederike.doerr@paw.bayern.de
- **Copy of your confirmation of completion/stay** (issued by the host organization)
- **Please take into account that the recognition of your internship takes time - up to 6 weeks. So we would very much appreciate, if you submit your documents not later than four weeks after you finished your internship.**

Please feel free to contact us for further information.

Friederike Dörr
Head of the Praktikantenamt Weihenstephan
Technische Universität München/Wissenschaftszentrum Weihenstephan
Hochschule Weihenstephan-Triesdorf