

## Internship Registration

Internship module (study area: general professional skills) of the BA study program 'Educational Science' at the Faculty of Educational Science and Psychology (under the terms of the study and examination regulation from May 9<sup>th</sup>, 2012; Official Register (Amtsblatt) of Freie Universität Berlin 27/2012).

### I) TO BE FILLED IN BY THE INSTITUTION/ENTERPRISE

This is to certify that we are accepting \_\_\_\_\_ (name of the student) to pass a student internship from \_\_\_\_\_ to the expected date of \_\_\_\_\_ in our institution/enterprise. The total amount of the internship will be \_\_\_\_\_ hours (required duration of the mandatory internship: 400 hours).

The trainee's supervisor will be \_\_\_\_\_ (name of the employee). Qualification of the supervisor: \_\_\_\_\_ (academic degree/field of study), obtained in the year \_\_\_\_\_. Work Experience in a pedagogical/social field (including e.g. social work, early childhood education and care, adult education) \_\_\_\_\_ (years after (first) academic degree).

The trainee will work on the following tasks/gain insight into the following areas:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

#### **Name and address of the internship**

Name of the institution/enterprise:

Department:

Street, ZIP, city:

E-mail address:

Telephone:

Place, date

Signature institution/enterprise (please stamp here)

### II) TO BE FILLED IN BY THE STUDENT

Matriculation number: \_\_\_\_\_ FU E-mail address: \_\_\_\_\_

Place, date

Student's signature

**For the student:** Please scan (pdf-file with you pre- and surname) and email this document at least 2 weeks before the planned internship to: [maksim.huebenthal@fu-berlin.de](mailto:maksim.huebenthal@fu-berlin.de)