



## **REGULATION ON CURRICULAR INTERNSHIP MASTER'S DEGREE IN EDUCATION SCIENCES**

The Study Plan of the Master's Degree Course in Education Science (Class LM 85) shall give special priority to the curricular internship, aiming to have the students experiment their skills in the labor market as an addition to their academic education. The curricular internship shall consist in a period of practical activity exclusively aimed at the attainment of the CFU needed for the successful completion of the formative path of the degree.

The curricular internship consists in a period of practical activity aimed exclusively at the attainment of the CFU needed for the successful completion of the formative path of the degree courses. The internship shall be carried out at public or private structures affiliated to the University, with the supervision of a didactic tutor and of a company tutor who shall guide the students during their internship period.

### **Art. 1 – PURPOSES AND ACTIVITIES OF THE INTERNSHIP**

The curricular internship, aimed at the attainment of the academic title, provides for the attainment of the following objectives:

- a) the comprehension of the links between theory and professional practice and the integration between theoretical knowledge, acquired in the Master's Degree in Education Science and its application in professional practice;
- b) the learning of procedures and methodologies typical of the profession of psychologist;
- c) The progressive acquisition, under the close supervision of a tutor, of competencies related to the professional role, in relation to the different working contexts in which graduates in Education Science operate

For the purpose of the acquisition of a variety of experiences, the candidates may carry out the following services:

- socio-educational;
- childhood education;
- social health education;
- training at schools and public administrations; corporate training;
- media and multi-media production for educational purposes (TIC);
- experimentation and application of questionnaires validated and recognized by the scientific community;
- management and preservation of various media for administrative and cultural purposes.

The internship is configured as a planned activity and follows an individualised project, built on the basis of a "training project" between trainee and tutor in which mutual responsibilities and respective tasks in the implementation of the project itself must be specified. This individualised project will be previously examined and approved by the Commission of Internships of the Faculty of Psychology of eCampus University.

For the purpose of the recognition of the internship activity, only the hours during which the practical and didactic exercises are actually carried out must be taken into account, and not the hours during which they are present within the facility (e.g. hours spent in the accommodation or in the community, intermediate hours or hours spent within the facility before and after the practical activity are excluded).

A curricular internship does not constitute an employment relationship.

The maximum and total duration of the traineeship period is 12 months. Periods of abstention or suspension of the traineeship are not taken into account when calculating the above limit. The maximum duration of 12 months is understood to include extensions.

## **Art. 2 – ACCESS TO THE INTERNSHIP PERIOD**

In order to start the internship activity, the student must:

- Contact the Internship Office in advance, writing an e-mail to **tirocinio.psicologia@uniecampus.it**
- Have attained at least 50 CFU out of 120.
- In case the host company/institution where the student wishes to carry out the internship period does not have an agreement with the university; the host company/institution must stipulate said agreement with the university; the Internship Commission reserves the right to assess the suitability of the companies/institutions proposed by the student. It is the duty of the Faculty Internship Office to contact the host facility directly with the purpose of entering into the necessary agreement.

## **Art. 3 – TUTORS: FUNCTIONS AND CHARACTERISTICS**

The tutor supervises the student during the internship period, agreeing on the practical arrangements related to its implementation, ensuring that the internship is carried out appropriately and participating in its evaluation.

In public and private institutions the function of the tutor must be carried out by personnel belonging to the professional activities provided for in Art. 1, with appropriate professional experience and able to guarantee a stable relationship with the host company/institution for the duration of the internship.

## **Art. 4 – RULES OF CONDUCT FOR THE INTERN**

The intern shall comply with the provisions of the agreement between the University and the hosting entity, shall respect the disciplinary regulations, as well as the organization, safety and hygiene rules. During and after the internship, the candidate shall maintain the strictest confidentiality with regard to the data and information acquired during the internship period. Where a code of conduct, or internal rules, are in place at the host company, the intern shall be required to sign and comply with them.

## **Art. 5 – INSURANCE**

The civil liability and INAIL insurances required for the implementation of the internship, are borne by eCampus University.

## **Art. 6 – TRAINING PROJECT**

The Training Project is a real contract between the intern and the host company/institution.

The Training Project contains the personal data of the intern, the data of the host institution/company, the location and period of implementation of the internship, the insurance details, and the names of the tutors.

The Training Project indicates the objectives of the internship and the modalities required to meet the predetermined objectives (for example what skills the candidates wants to achieve with the internship and how to acquire them).

The duration of the internship and the modality of access to the premises of the host institution/company shall be included in the Training Project, which shall be drawn up before the beginning of the internship.

## **Art. 7 – IMPLEMENTATION OF THE INTERSHIP**

The internship activity does not does not constitute an employment relationship, nor must it be a substitute for company labour or professional services.

The training objectives are naturally functional to the professional profiles defined by the degree courses.

In the event of absence due to illness, the intern must notify the University and make up the days of absence. In case of injury, the intern must notify the University.

## **Art. 8 – CONCLUSION OF THE INTERNSHIP**

Once the internship is concluded, the student will have to send by registered mail ALL the documents (complete Training Project, reception recordings, safety pamphlets, end of internship report and evaluation sheet) to the Novedrate Student Administration Office.

The CFU related to the internship will be recognized only in view of the submission of all the documents provided in the first paragraph of the present article.