

Internship regulations for the M.Sc. degree courses

Forest Ecology and Management And Environmental Governance

On the basis of § 19 paragraph 1 clause 9 and in connection with § 30 paragraph 1 of the State Higher Education Act (LGH) from 1.1.2005 (GBI. P.1), the senate resolved on the internship regulations for the degree programmes 'Environmental Governance' and 'Forest Ecology and Management' in its session on 22.03.2006.

§ 1 Obligation to do an internship

According to § 6 paragraph 1 General Part in connection with § 4 annex A of the examination regulations for the M.Sc. degree programmes 'Environmental Governance' and 'Forest Ecology and Management' students are obliged to do an internship during the duration of their degree programme.

§ 2 Timing and duration

- (1) The internship is part of the study programme and should be done between the second and third semester. Exception can only be made if the examination committee responsible for the M.Sc. degree courses at the Faculty of Forest and Environmental Sciences consents.
- (2) The minimum duration of the internship is seven weeks.

§ 3 Aims of the internship

The internship should provide students with a first insight into potential employment sectors; in all sectors this is primarily achieved by practical work. Apart from gaining an overview of the subject, students should experience typical work processes and the human interactions in a company. The assigned work should give students an idea of the daily work procedure at their workplace ('everyday life experiences'). Additionally, students should become familiar with the structures within the institution, as well as the interconnections with external systems.

Furthermore, the expert knowledge gained in the course of the studies should be intensified and, to a certain degree, applied during the practical training.

§ 4 Recognition of the internship

Students can apply for exemption from the internship if during their professional life or their previous university degree they have already gained practical experience which is considered equal in accordance with § 3. The recognition of previous work experience is at the discretion of the examination committee responsible for the M.Sc. degree at the Faculty of Forest and Environmental Science.

§ 5 Absence

Absence from an internship is only allowed in unavoidable cases in consent with the internship supervisor and the Faculty of Forest and Environmental Science. Students must compensate any working hours missed. This also applies in cases of illness, if students are absent for more than five working days.

§ 6 Internship providers

- (1) Internship providers are institutions which operate in sectors that are related to the course contents of the 'Environmental Governance' and 'Forest Ecology and Management' study programmes and which are managed by a person with a university degree.
- (2) Research institutions at the Faculty of Forest and Environmental Science will not be recognised as internship placements.
- (3) The internship can be done in Germany or abroad.
- (4) The supervision of the internship is the responsibility of the appointed person at the internship placement.

§ 7 Pre-requisites of the internship

- (1) During the internship the student must be enrolled either for the 'Environmental Governance' or 'Forest Ecology and Management' degree programme at the University of Freiburg.
- (2) The student is responsible for choosing an internship placement. By signing the internship contract the responsible person at the faculty ('internship supervisor of the faculty'), appointed by the examination committee, approves of the chosen internship placement. If students seek advice they can contact lecturers of their degree programme.
- (3) The internship provider, the student and the internship supervisor of the faculty must sign a contract in triplicate (form in annex 1). The student presents the contract, including annex 2 (internship schedule), in triplicate to the internship supervisor of the faculty. After it has been signed the faculty, the student and the internship provider receive a copy each.

§ 8 Insurance and salary

- (1) Insurance for the duration of the internship is in accordance with the legal regulations.
- (2) Salary will be paid according to individual agreements. The student is not entitled to any pay.

§ 9 Certificate

- (1) The internship supervisor at the placement confirms the successful completion of the internship by filling in a form (see annex 3 'certificate')
- (2) The student must submit the original certificate or an authenticated copy to the examination office of the Faculty of Forest and Environmental Science immediately after completion of the internship. In addition the student is required to make an evaluation of the internship (see form in annex 4). The certificate issued by the internship provider and the evaluation form filled in by the student are pre-requisites for obtaining 10 ECTS credits for the internship.

§ 10 Validity

This internship regulation comes into effect 01 April 2006.

Internship regulations annexes

Annex 1: Internship contract

Annex 2: Internship schedule

Annex 3: Internship certificate

Annex 4: Internship evaluation form