**Appendix No.9a to the Regulations of participation in the project and participation in the paid professional internships**

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*University stamp*

**INTERNSHIP PROGRAMME**

**A. Extract from the educational outcomes in the field of – Economy, 1st degree (B.Sc. studies)**

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| ***PROFESSIONAL KNOWLEDGE (PK)*** |
| *Has knowledge about basic macro and microeconomic categories and processes* |
| *Has general knowledge about the mechanisms of the economy, including food economy at the national and regional level, as well as tools and instruments of the economic and social policy* |
| *Has basic knowledge about spatial diversification of the economy and current economic and political structures in the world, with particular reference to the agricultural and food sector* |
| *Has basic knowledge about the elements of the financial system, financial institutions and markets* |
| *Is familiar with basic economic mechanisms operating in the sphere of the international economic relations and the international trade policy* |
| *Is familiar with the integration of markets and policies in the European Union (including the common agricultural policy) and the financial aspects of EU action* |
| *Has general knowledge about the application of the statistical methods and econometrics in the research of the economic phenomena and processes* |
| *Has a basic knowledge about functioning, management and financing companies and local government units* |
| *Knows the basic rules, tasks and conditions of the economic and social policy, as well as tools to execute these tasks in the range of the studied field and specialization* |
| ***PROFESSIONAL SKILLS (PS)*** |
| *Knows how to interpret the basic indicators characterizing economy in the macroeconomic scale and characterise the current situation in the global economy* |
| *Knows how to explain the importance of individual financial institutions in the financial system* |
| *Is able to evaluate and interpret the social and economic situation, in terms of the economic policy tools applied in the country and region* |
| *Is able to explain the basic economic mechanisms occurring in the trade policy* |
| *Is able to apply the basic concepts and terminology of the European integration, analyse the current functioning of the EU and apply for the EU funds* |
| *Is able to apply the basic statistical measures as well as build and interpret simple econometric models* |
| *Is able to diagnose the situation of a company and local government units applying the methods of financial analysis and strategic management as well as formulate possible strategies of their actions* |
| *Has the language skills to the extent of at least one modern foreign language in accordance with B2 level in the Common European Framework of Reference for Languages.* |
| ***SOCIAL SKILLS (SS)*** |
| *Is able to function in the market economy environment* |
| *Is able to disseminate economic knowledge in a variety of environments, evaluate the economy conditions and the results of the applied economic policy* |
| *Is able to advise regarding the establishment and operation of companies and local government units* |
| *Is aware of the responsibility for jointly executed tasks associated with teamwork and prepared to become a leader* |
| *Is able to apply its basic knowledge in economic life* |

**B. Personal data of the Intern and Employer**

|  |  |
| --- | --- |
| NAME AND SURNAME OF THE INTERN | ………………………………………………………………………………………………….… |
| NAME OF THE EMPLOYER | ………………………………………………………………………………………………….… |
| INTERNSHIP LOCATION | ………………………………………………………………………………………………….…  *(address of the company / institution headquarters / branch)* |
| ASSIGNED INTERSHIP SUPERVISOR | ………………………………………………………………………………………………….… *(Name and surname, position)*  ………………………………………………………………………………………………….… *(phone number, email)* |

**C. Information about the internship**

|  |  |  |  |
| --- | --- | --- | --- |
| INTERNSHIP PERIOD[[1]](#footnote-1)1 | **from:** | *dd-mm-yyyy* | |
| **to:** | *dd-mm-yyyy* | |
| WORK TIMETABLE[[2]](#footnote-2)2 | Scheduled working hours: | |  |
| Scheduled number of internship hours daily: | |  |
| Days of the week, when the internship is done: | |  |
| TOTAL NUMBER OF INTERNSHIP HOURS | **320 hours** | | |
| NAME OF THE PROFESSION OR SPECIALISATION | ………………………………………………………………………………………………….… | | |
| SCOPE OF ACTIVITIES PERFORMED DURING THE INTERNSHIP | ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ……………………………………………………………………………………………………… | | |
| **PROFESSIONAL KNOWLEDGE** REQUIRED DURING THE INTERNSHIP  *(based on the Extract from the educational outcomes in the field of Economy – in part A,* ***PK****)* | ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ……………………………………………………………………………………………………… | | |
| **PROFESSIONAL SKILLS** REQUIRED DURING THE INTERNSHIP  *(based on the Extract from the educational outcomes in the field of Economy – in part A****, PS****)* | ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ……………………………………………………………………………………………………… | | |
| **SOCIAL SKILLS** REQUIRED DURING THE INTERNSHIP  *(based on the Extract from the educational outcomes in the field of Economy – in part A,* ***SS****)* | ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ………………………………………………………………………………………………………  ……………………………………………………………………………………………………… | | |

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| *……………………………………………………*  *SIGNATURE OF THE INTERNEE* | *……………………………………………………*  *SIGNATURE OF THE EMPLOYER* | *……………………………………………………*  *SIGNATURE OF THE INTERNSHIP ORGANISER (UNIVERSITY)* |

1. 1The internship has to take place between November 1, 2018 and October 31, 2020. [↑](#footnote-ref-1)
2. 2The internship has to match the following timetable: maximum 8 hours daily and 40 hours weekly; minimum 20 hours weekly. [↑](#footnote-ref-2)