Internship Report

The internship report consists of three parts:

1. **General Information**: Please fill out the sheet below.

2. **The Detailed Report Itself** (4-6 pages): Please answer the questions below.

3. **Internship Reference/Certificate**: Please attach a copy when submitting the report.

1. General Information

|  |  |
| --- | --- |
| Student Name: | Matriculation Number: |

## Internship Details

|  |  |
| --- | --- |
| Organization: | |
| Supervisor: | |
| Working Hours:       hours  daily/ weekly/ monthly  This corresponds to a  part-time/ full-time position. | |
| Remuneration: | |
| Main Tasks: | |
| Dates: Start:       End:  during term  outside term | Language:  English  German  Other |

## Crediting Details

5 ECTS (2 weeks full time)  10 ECTS (5 weeks full time)  
 15 ECTS (8 weeks full time)  25 ECTS (12 weeks full time)

Student Date

2. Report

## 2.1 Detailed Description

What did you do? Describe the organization and your tasks (2-3 pages):

## 2.2 Personal Reflection

What did you learn? Reflect on your learning experience, personal growth, realizations etc. (2-3 pages):