INTERNSH EXTERNAL

POLITECNICO

▲ PRELIMINARY AUTHORIZATION

internship and sends an email to the **PROFESSOR** identified as ACADEMIC SUPERVISOR and in cc

via email

the approval to

^(I) Specifications:

- name surname, matriculation number, study programme, presence of internship in the study plan, time allocation, cellular - the host organization - description activities - educational purposes - skills to be acquired

(II) Write to

careerservice.stage@polimi.it (III) www.careerservice.polimi.it/it-IT/Intership/Company/Index/ (IV) At least 5 working days before the start of the Internship

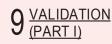
 $3_{\frac{(PART I)}{PART I)}}$

(V) At least <u>2 working days before</u> the start of the internship

+ (PART II)

 $8 \frac{\text{END}}{(\text{PART II})}$

The student and the host organization's supervisor both receive via e-mail the request to fill in an online final evaluation survey.



The Academic Supervisor is informed via email that the surveys are completed and can now validatesthe ects in the student's study plan

PLEASE NOTE: The student and the host organization's supervisor both have maximum 20 working days after the end of the internship to fill in the surveys

10 VALIDATION (PART II)

The STUDENT verifies that the CFUs have been validated in his/ her career

EXECUTION of the **INTERNSHIP**

END