

# INTERNSHIP



GOAL



SKILLS



KNOWLEDGE



MENTORING



PRACTICE



OPPORTUNITY



TRAINING

## Internship Program of ADE and Economics in English



Universitat Autònoma  
de Barcelona



Barcelona  
**Activa**

*Only for students from the Economics-English track and Business Administration and Management- degrees in English*

Economia i Empresa

# Internship Program

## How many positions

- ▶ 20 external internship positions (only second semester).
- ▶ This curricular internship accounts for 18 ECTS.

## Where

- ▶ Internships will be only available at start up companies from *Barcelona Activa*:

<http://empresa.barcelonactiva.cat/empresa/en/>

<https://www.barcelonactiva.cat/>

## Language

- ▶ English should be used as the communication language for at least 30% of the time of the internship.
- ▶ Written communication and reports should be in English.

# Internship Program

## Requirements

- ▶ To enroll in the program you should have passed at least 150 ECTS and all the first year's courses (at the end of the second semester of the current year).

## How to apply

- ▶ Filling the application form (the application link will be send by e-mail from the Dean's office). **Expected Date: May 31, 2021.**

## Selection process

- ▶ Internships will be assigned according to GPA.
- ▶ Students will receive an e-mail from the *Dean's Office* with the decision and an e-mail from the *Office of Academic Affairs*, with information regarding the steps to follow for enrollment for those who are selected.

# Internship Program

**And then,**

- ▶ We apply an assignment mechanism in order to find the best match between students and companies according to the students' skills (and preferences) and the needs of the company. Before Christmas each student will have a company assigned.
- ▶ Each student will be assigned an academic tutor (faculty member) and a tutor at the company.

# Internship Program

## ALLOCATION MECHANISM

- Students must submit their CVs to the responsible of the internship program
- BCN Activa will give the list of the 20 positions (or more) of available internships with a brief description of the profile. This description also includes the location of the company and webpage.
- This list of vacancies will be sent to students. They have to list the positions/profiles in order of preference.
- BCN Activa will deliver to each company three students' CV who have expressed their desire to do the internship in that company. In this assignment of CV to companies, students' grades will be taken into account.

# Internship Program

## ALLOCATION MECHANISM

- Students will be informed of which companies received their CVs.
- Companies will contact with the students to start interviewing the three assigned students.
- The decision of the companies will be communicated to the students.
- The student chooses if more than one company is interested in the same student.
- To fill out the positions that have become vacant after the first turn, there will be a second round of interviews with students who still do not have an assigned position. If there are vacant positions after the second turn, a third will be carried out and so on until all the places are assigned

# Internship Program

## ► Calendar after enrollment

1. Assignment will take place during the first semester of next academic year 2021-22. Before Christmas each student will have a company assigned.

2. January 2022: preparation and signature of agreements with companies (academic affairs office)

3. February 2022: internship period starts

Working hours per day  $\in [5,8]$

You can manage the exact number of working hours with the company.

4. June 2022: internship period ends. Submission of final reports by students and interview with the corresponding academic tutor.

► Even though it is not compulsory for the company to pay a monetary compensation to the student, the School of Business and Economics strongly encourages to do so.

# Internship Program

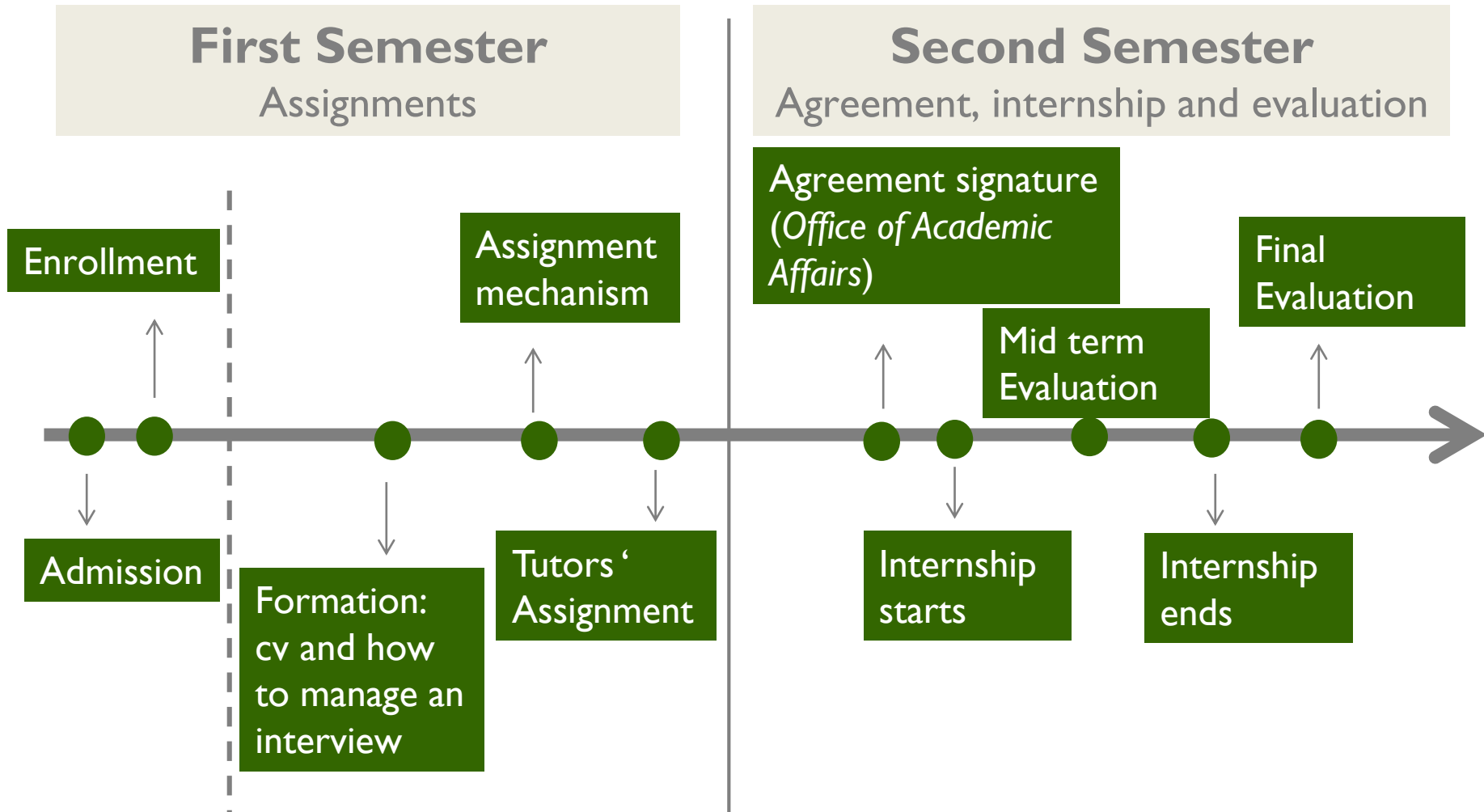
## EVALUATION

- ▶ The evaluation of the curricular internship will be based on the following items and weights:
  1. Evaluation from the academic tutor based on both his direct supervision of the student during the period of the internship (through online questionnaires and an interview) and the student's self reported assessment of his/her learning accomplishment (student's final report) The final assessment will be made by the internship coordinator. Weight: 60%.
  2. Evaluation from the company's tutor about the student's learning accomplishment during the internship period. Weight: 40%.
- ▶ The internship will be evaluated only if the student spends at least 420 effective hours at the company.

Specific questions should be directed to [Judith.panades@uab.cat](mailto:Judith.panades@uab.cat) or [valeri.sorolla@uab.cat](mailto:valeri.sorolla@uab.cat) (internship coordinator and vice dean of employability and curricular internships next year)



# Internship Program



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Some of Start up companies from Barcelona Activa for 2020-21 academic year are:

Photoslurp, Aeinnova, Autotradingfactory, Predictive company, Itbid and Copernic tech, Biel glasses, Rokubun S.L, Melimató Projects SL...