

INTERNSHIP IN BUSINESS (4 US Credits)

⊗ Please see note below.

DESCRIPTION AND GOALS

The course is mainly aimed at students taking Spanish III or a higher level of Spanish who wish to experience a hands-on approach to the business area in the Spanish context. It is designed for students to get to know the structure and working procedures of a company, to develop professional skills in the area of the company, and to get acquainted with the dynamics of professional relations in the Spanish speaking world. Students will be expected to gain professional self-awareness through observation, participation, and analysis of professional activities, and through the interaction with colleagues in a work environment related to their field. It will develop in two different settings: a Spanish company, and the university, where students will be advised by the internship tutor and the course instructor, respectively.

METHODOLOGY

Students will need to:

- Spend approx. 8-10 hours at local company per week, where they will need to do the tasks assigned by their company tutor. The company's work environment will be in Spanish. However, students may need to complete part of the tasks in English.
- Attend all training sessions and meetings at the university with their course instructor, and do all assigned presentations (approx. 15 hours).
- Write a logbook, which will be e-mailed to the instructor on a weekly basis.
- Write a final report, to be submitted at the end of the course.

ASSESSMENT

Final grades will be awarded according to the following breakdown:

- Participation in training sessions and meetings at the university: 10%
- Logbook, oral presentations and written assignments: 20%
- Final report: 30%
- Assessment report from the company: 40%

APPLICATION AND PLACEMENT PROCEDURES

On the **pre-registration information** they will receive after their admission e-mail, students interested in the course will need to contact CIDE at cide@deusto.es by the due date stated on the pre-registration package. When their e-mail is received, CIDE will e-mail the student an agreement form containing application instructions, and a credit card payment form. These forms will need to be completed and e-mailed back to CIDE by the student together with their CV and a statement of intentions by the same due date.

Upon reviewing their documents, CIDE will contact the students to let them know about the status of their application for the course. Applicants will be informed about their admission to the course before the end of the pre-registration process (end of May for Fall semester, and beginning of November for Spring semester).

Placements will depend on availability, and both candidates' statement of intentions and academic background will be taken into consideration. Nevertheless, business companies will do the final selection and CIDE cannot guarantee the placement of students in their preferred professional area. CIDE will try to guarantee a placement for all applicants.

✉ FEE

Course Fee: 225 EUROS

*** The student must be registered for Spanish III or have an equivalent level of Spanish.

▪Note: Class attendance is essential in all courses. Therefore, it will be checked daily. Missing classes will negatively affect the student's final grade.