

.....
(student's name and surname)

Dąbrowa Górnicza,

.....
(register number)

INTERNATIONAL RELATIONS

(Field of study)

First-cycle

(Program of study)

.....
(specialization, year of study, semester)

.....
(phone number)

.....
(e-mail address)

APPLICATION FOR CREDIT FOR THE INTERNSHIP I, II, III *(circle as applicable)*
**ON THE BASIS OF EMPLOYMENT/CONDUCTING BUSINESS ACTIVITY / VOLUNTEER
WORK – a procedure in accordance with Art.67 (7)**

I request credit for the internship I, II, III *(circle as applicable)* completed in (number of didactic hours) on the basis of employment/conducting business activity/volunteer work *(circle as applicable)*

.....
.....

(company's name, address)

.....

(student's signature)

INTERNSHIP I, II, III (circle as applicable) - **CONFIRMATION OF THE LEARNING OUTCOMES ACHIEVED AS PART OF EMPLOYMENT/CONDUCTING BUSINESS ACTIVITY/VOLUNTEER WORK** (completed by the company's internship tutor/ Rector's Proxy)

Learning outcomes achieved		Activities performed
KNOWLEDGE	1) The student has learnt the rules governing the functioning of the workplace where the internship takes place;	
	2) The student has learnt about the scope of activity of organizational units and positions where the internship takes place;	
	3) The student has learnt about the detailed tasks of people performing specific functions in the structure of the workplace and their mutual relationships;	
	4) The student has familiarized himself/herself with the documents used in the company and the way of filling them in;	
	5) The student has expanded the knowledge of issues related to the field of study with a practical aspect;	
SKILLS	1) The student can prepare the workplace;	
	2) The student can apply business resources necessary to do the job;	
	3) The student can solve problems and tasks related to the job/the work done	
	4) The student can not only observe, but also actively participate in everyday duties made by the specialists in his/her field;	
	5) The student can apply theoretical knowledge and acquired skills into practice;	
SOCIAL COMPETENCES	1) The student is aware of the level of knowledge and skills and understands the need for constant personal and professional development;	
	2) The student can self-assess his/her own competences and improves the skills, determining the directions of self-development and education;	
	3) The student can work in the team performing tasks related to completing assigned tasks as well as setting them and the organization of teamwork;	
	4) The student is active and has perseverance in performing team activities;	
	5) The student correctly identifies and judges the dilemmas related to completing the job;	
	6) The student can think in an entrepreneurial way, is opened to starting and running his/her own business activity/company, is ready for professional challenges.	

.....
Signature and stamp of the company's internship tutor/Rector's Proxy

WSB University
Field: INTERNATIONAL RELATIONS, FIRST -CYCLE PROGRAM

After completing the internship

I acknowledge all learning outcomes on the basis of employment/conducting business activity/volunteer work	I acknowledge conditionally learning outcomes on the basis of employment/conducting business activity/volunteer work	I do not acknowledge learning outcomes on the basis of employment/conducting business activity/volunteer work
<p style="text-align: center;">.....</p> <p style="text-align: center;">(Signature of Rector's Proxy for Student Internship)</p>	<p style="text-align: center;">.....</p> <p style="text-align: center;">(Signature of Rector's Proxy for Student Internship)</p>	<p style="text-align: center;">.....</p> <p style="text-align: center;">(Signature of Rector's Proxy for Student Internship)</p>

Appeals

1. The decision of the Rector's Proxy for Student Internships may be appealed against to the Faculty Appeal Committee for the Recognition of Professional Practice within 7 days of delivery of the decision.
2. The Faculty Appeals Committee for the Recognition of Professional Practice shall decide within 14 days from the date of lodging the appeal.

Attachments:

- 1) the certificate of employment and the confirmation of professional duties/the volunteer certificate
- 2) the confirmation of conducting business activity - CEIDG certificate

Dąbrowa Górnicza,

.....

(Student's first name and surname, register number)

.....

Telephone number and email address)

Mode of study : full- time / part- time*

Field of study.....

Year of study semester.....

.....

Employer's stamp

EMPLOYMENT CERTIFICATE

It is stated that Mr/Mrs/Ms

Date of birth.....

Address.....

Is employed in.....

Job position.....

Is employed: under indefinite duration employment contract / fixed term employment contract from
..... to.....

.....

Stamp and signature of the employer

Confirmation of acceptance of the Rector's Proxy for Student Internships	
.....
(Date)	(Signature)

