



UNIVERSITY OF MAKATI
J.P. Rizal Extension, West Rembo Makati City

College of Computing and Information Sciences

INTERNSHIP REQUIREMENTS FOR B.S. INFORMATION TECHNOLOGY – Information and Network Security Elective Track

I. HOST TRAINING ESTABLISHMENT(HTE)

- **340 On-site Training Contact Hours**

The internship requires students to complete 340 hours of training at an approved host establishment. These hours should focus on hands-on experience and practical application of information technology and network security principles.

II. OTHER ACTIVITIES – 146 hours

In addition to the 340 HTE training hours, students are required to complete 146 hours through various extracurricular activities that support their learning and professional development. The following activities will contribute toward these hours:

1. Organizing Conferences and Seminars | 16 hours credit per event

- **Planning and Coordination:** Efficiently organizing the event, including logistics, scheduling, and coordination with speakers and participants.
- **Leadership:** Demonstrating leadership skills by managing teams or groups during the planning and execution of events.
- **Creativity:** Innovating event formats, themes, and methods to engage participants.
- **Execution:** Ensuring smooth operations on the day of the event, including managing any unforeseen challenges.
- **Deliverables:** Post Activity Report (including resource speakers, list of participants, conference/seminar highlights, program, evaluation instruments/results, and attendance sheets).

2. Participating in Conferences, Seminars and Training | 8 hours credit per day per event

Students can earn 8 hours of credit for each day they actively participate in a conference, seminar, or training session related to their field of study. To earn the credit, students should meet the following criteria:

- **Engagement:** Actively participate in discussions, ask questions, and contribute valuable insights during the event.
- **Knowledge Gained:** Demonstrate the ability to apply the knowledge or ideas learned from the event to their internship role or academic projects.
- **Deliverables:** Certificate of Attendance/Participation/Training: Provide documentation or certification verifying attendance or participation in the conference, seminar, or training session.

3. **Certifications | 100 hours credit**

Students can earn 100 hours of credit by obtaining industry certifications that are closely related to their field of study or career goals. These certifications validate technical skills and enhance career readiness. Some examples of widely recognized certifications include:

- **Information Technology Specialist (ITS) Certification:** Focused on validating advanced IT skills in areas such as system administration, cloud technologies, cybersecurity, or network management.
- **CompTIA Certifications:** Including A+, Network+, and Security+, essential for foundational IT and cybersecurity knowledge.
- **Cisco Certified Network Associate (CCNA):** Ideal for professionals focusing on networking technologies and networking solutions.
- **Certified Ethical Hacking (CEH):** For students interested in penetration testing, ethical hacking, and cybersecurity practices.
- **Deliverables: Certificate of Certification:** A copy of the official certification or completion certificate obtained from the certifying organization.

4. **Involvement in Cross-Departmental Projects | 8-hours credit per day**

Take the initiative to participate in activities or events that involve collaboration across departments or colleges, particularly in technical aspects (IT-related). This may include assisting with tasks such as managing presentations, providing technical support during events, or documenting the proceedings.

5. **Volunteer for Community Outreach | 8 hours credit**

Get involved in any community extension or outreach activities that the university may organize. This could include charity events, environmental sustainability initiatives, or community outreach programs. These activities can build your leadership and teamwork skills while giving back to the community.

Prepared by:

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