

Information for companies regarding engineering internships at VIA University College

Objective

The objective of the engineering internship is for the student to obtain insight into how engineering assignments are carried out in practice and to see how the theories learned are applicable in the performance of the tasks in question.

The student is also expected to acquire good working habits and develop interpersonal skills as well as a holistic sense through direct involvement in engineering assignments. This serves to motivate the student to take an engineering-oriented approach for the remainder of his/her studies.

Content

In collaboration with the company, an overall plan is drawn up for the internship period. The plan is prepared by the intern, the company and VIA University College (VIA). Every effort should be made to ensure that the plan gives the intern the opportunity to learn about the company's functions, as well as to ensure that the intern, through various placements and assignments, obtains insight into relevant engineering tasks.

The company must assign a contact person to the intern.

Duration

The duration of the internship is minimum 20 weeks of full-time work. However, VIA can approve internships of longer durations.

In the spring semester from approx.: February 1st to June 30th

In the autumn semester from approx.: August 1st to December 31st

The internship makes up approx. 740 hours and the academic reporting etc. makes up approx. 85 hours.

Prerequisites

The engineering internship takes place in the 5th semester, for GBE-students in 8th semester on condition that the student has completed the compulsory courses of the previous semesters, as described in the curriculum of the specific programme.

Job assignments

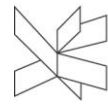
The most important objective of the engineering internship is for the intern to obtain insight into how engineering tasks are carried out in practice.

Assessment

Assessment is based on

- Reports and logbook submitted during the internship
- Final internship meeting with all interns, supervisor and coming interns.

The grading criteria are Approved/Not approved.



Terms of employment

The Danish Society of Engineers (IDA) and Studierådet (association for engineering students) recommend a remuneration of approx. DKK 14.500/month. This recommended pay is regulated once a year. See more at www.ida.dk

Overtime over an extended period of time should be remunerated separately according to special agreement with the intern. The intern has no right to holidays during the internship period.

In Denmark, the company is required to take out occupational injury insurance for the intern. The intern is subject to the company's standard terms and conditions regarding working hours etc.

Supervision during the internship

VIA is responsible for supervision of the intern via an appointed supervisor and interns working in Denmark will normally receive one visit while working at the company.

The intern must immediately report periods of illness of more than three days' duration to VIA. Any questions the company or the intern might have should be posed to the internship supervisor at VIA.

Criteria for approval of traineeship provider

To be approved as an internship provider, a company must meet the following criteria:

- Operate in a field that requires engineering skills to carry out assignments.
- Employ at least one engineer or someone with similar skills.
- Help organise an internship period for the intern that includes a number of job assignments corresponding to entry-level engineering jobs.
- Assign an engineer to the intern. This employee is also the contact person vis-à-vis VIA.
- Be open to a visit by the intern's academic supervisor during the internship period.
- Make a final recommendation/internship confirmation.
- Be willing to join the school's register of internship providers,- The Internship Portal
- Be willing to approve agreement of internship in The Internship Portal

VIA Engineering
Horsens, November 2019