

Information Sheet: Internship Semester for Students in the MME

Background: One of the requirements to study in the master's programme Mechanical Engineering is a bachelor's degree of 210 credits. Students who have completed a bachelor's programme of only 180 credits have to achieve 30 additional credits – e.g. by doing an internship semester.

Goal: To gain first practical experience in (industrial) engineering; inspiration for your choice of specialisation in the master's programme

Duration: Minimum of 100 working days, full-time (plus annual/sick leave, public holidays)

The internship provider has to...

- be outside of HSD, e.g. a company,
- be suitable for an internship in (industrial) engineering,
- name a person responsible for you.

You have to...

- **!! look for a suitable internship provider yourself !!**
- have to choose a supervisor at HSD,
- complete the internship,
- write and submit a scientific internship report,
- present your internship in the post-internship seminar.

The supervisor...

- has to be chosen from the teaching staff before the internship begins,
- supervises the internship semester and answers subject-related questions,
- is the point of contact for queries regarding the report and has to grade it.

Deadlines

- At the latest 2 weeks after the end of the internship, you have to submit your report and the bilingual *Begleitzettel* form.
- Generally at the earliest 6 weeks after you submitted your report, you have to register for the post-internship seminar (for dates check the website mentioned below).
- Generally at the latest 1 week before the post-internship seminar, you have to submit your presentation and questions for a short test.

Additional Tips

→ If the internship provider is located outside of North Rhine-Westphalia, you can request repayment of your NRW travel pass. For more information, please contact the Student Union (AStA) at HSD and your Student Affairs Office.

→ Ask the internship provider to write a proper reference letter. You have the right to do so!

Please find a detailed process description and further material in English as well as relevant dates on the German internship semester website:

mv.hs-duesseldorf.de/studium/praxissemester

Contact the internship semester coordinator in case of any questions: praxissemester.mv@hs-duesseldorf.de