Information about the Internship

1) The German meaning of an internship:

According to KoBy (Coordination office for internships at Bavarian Universities) an internship during a student’s studies helps the student to gain valuable experience and apply the theoretical part of the studies. As a result, this should provide the student with additional information where to place main emphasis on the remaining studies.

2) Criteria for an internship in the Bachelor’s degree International Business Administration:

- An internship is an integrated, regulated, content-determined and supervised semester during the course of study offered by the university
- The purpose is to apply and deepen knowledge and skills acquired previously.
- Interns must complete their internship over a period of at least 21 weeks without interruption. The duration of the internship must not exceed 26 weeks due to social security reasons.
- Tasks of the internship should take place in one of the following fields of activity:
  - Human Resources and Social Affairs
  - Marketing and Sales
  - Accounting
  - Finance
  - Production Planning and Control
  - Organization
  - Data Processing
  - Procurement/ Purchasing and Materials Management/ Logistics
  - Controlling
  - Mergers and Acquisitions (M&A)

3) Regulations

- The internship position must be offered by a commercial enterprise, a non-profit organization or a public institution (e.g. administration, scientific institution)
- The internship must not take place in a German-speaking country
- Annual turnover must be > € 250,000.00 (or equivalent in local currency)
The internship position must be offered by an organization with at least five full-time employees.

The internship position must be offered by an organization with at least three full-time employees in the intern's immediate working environment.

The workplace must be located in a closed office complex, i.e., is not part of a flat.

The internship position must have an immediate training manager or technical supervisor.

The internship must not be completed in the parental or own company.

The above requirements must be substantiated by appropriate evidence.