

## Contact

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**Internship/  
Integrated practical term**



**Bonn-Rhein-Sieg University  
of Applied Sciences**

## Concept

The course of studies in Business Administration (Campus Sankt Augustin) of the Bonn-Rhein-Sieg University of Applied Sciences includes an **integrated practical term/ internship (hereafter called placement)** in a company or a public institution.

The objective of the placement is to enhance the students' work experience, professionalism and social development. Students have the opportunity to apply skills and techniques learnt in the classroom in order to solve practical problems and to evaluate the experiences gained during the placement.

### The employer has the opportunity:

- to assess a student's capability in a specific working area
- to have problems solved suitable to the student's level of experience
- to build a closer relationship with the Bonn-Rhein-Sieg University of Applied Sciences and thus indirectly influence academic education

### The students have the opportunity:

- to get a realistic understanding of his/her profession and its practice in the work place
- to clarify thoughts about their future career
- to work on projects, solve business-related problems and apply the knowledge gained so far
- to find a thesis topic

## Details

- The placement comprises at least 20 weeks (at most 26 weeks) of full-time employment based on the normal weekly working hours of the company or institution. Holidays have to be agreed between the company or institution and the student separately. Please note that holidays extend the duration of the internship of 20 weeks.
- The placement generally takes place in the 6<sup>th</sup> semester (Stage II Studies).
- During the placement the student is advised by a professor of the Bonn-Rhein-Sieg University of Applied Sciences.
- A contract is concluded between the company or institution, the student and the Bonn-Rhein-Sieg University of Applied Sciences. Use of the contract form provided by the Bonn-Rhein-Sieg University of Applied Sciences is recommended.
- The student should be employed in a defined working area or should take part in project work, such as:
  - Optimization of organisation structures
  - Development of a new controlling system
  - Introduction of a financial planning system
  - Organisation of an exhibition
  - Development of an advertising campaign
  - Market analysis for products or services
- Having finished the placement, the student receives a reference from the company or institution, which must include a job description and an evaluation of the student's performance during the placement. The student must write a report on the placement which must in turn be signed by the company or institution.

## Further practical elements

- **Practical Corporate Management Project**
  - in the 7<sup>th</sup> semester a group of students work on a business project on behalf of a company or public institution
  - the project work is supervised by a professor of the Bonn-Rhein-Sieg University of Applied Sciences
  - duration: 3 to 4 months
  - presentation of the results by the students
- **Practice-related Bachelor's Thesis**
  - the student works on a selected topic on behalf of a company or public institution
  - academic research, analysis and solution
  - duration: 10 weeks (in case of empiric research: 13 weeks)
  - final written assignment that is evaluated by two professors of the Bonn-Rhein-Sieg University of Applied Sciences
- **Research Projects**
  - research cooperations
  - research according to the company's specifications
- **Business Consulting**
  - business consulting by competent and experienced professors of the Bonn-Rhein-Sieg University of Applied Sciences