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Department of Sociology

Internship agreement for the course Sociology: Internship SOCN18, 15 credits

Information about the host organisation/the workplace:

Organisation name:

Internship period (please state the beginning and ending dates):

Name of internship supervisor at the host organisation:

Contact details for the supervisor (email, telephone number and address):

Information about the student:

Name:

Swedish personal identity number (personnummer):

Email:

Telephone number:

Address:

About the internship:

The internship should cover 8 weeks, with a weekly average of 30-35 hours per week. Please specify the time period for the internship and an average number of work hours per week:



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Briefly describe the tasks to be undertaken by the student during the internship:



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Please see the attached guidelines. The purpose of the internship, the time at the organisation and obligatory assignments are described in the guidelines. By signing this internship agreement you confirm that you have read the guidelines.

Date and signature of the internship supervisor

Date and signature of the student

Date and signature of the course coordinator



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Guidelines

The purpose of this course is to give the student the opportunity to learn occupationally relevant knowledge, develop occupational skills, and reflect on the applicability of academic knowledge and skills in a work setting. Therefore, the course accords time and credits for both occupational practice and academic analysis of activities undertaken and contextual factors in the work setting.

The course lasts approximately 8 weeks, with an average workweek of 30-35 hours. The rest of the fulltime workweek should be set aside for academic activities, including regularly writing the activity logbook (see below).

There are five obligatory assignments that must be completed to pass the course. The assignments and the course are graded on a pass/fail grading scale. The specific learning goals of the course are found in the course syllabus (<http://kursplaner.lu.se/pdf/kurs/en/SOCN18>).

The five obligatory assignments are:

1. Filling in and submitting the **Internship agreement**. This is to be signed and turned in by the second week of the semester that the internship takes place in. (1 credit)
2. Creating and submitting an indicative list of supplementary academic literature that the student is considering using in the final analysis report (see below). (1 credit)
3. Submission of a discussion paper (approx. 2-3 A4 pages) on the student's experiences during the internship and potential topics for the final analysis report. These are either discussed at a physical seminar, or commented on in writing by peers in a virtual commentary round. (1 credit)
4. Submission of an activity logbook outlining the primary activities carried out during the internship. Entries should be made on a running basis chronologically (at least on a weekly basis) rather than retrospective summation after completion of the internship. Someone, preferably the internship supervisor at the host organisation, should sign this document attesting to the student having engaged in these activities. (7 credits)
5. Submission of a final analysis report in which the student writes an academically informed analysis of some activity, condition, or process related to the internship activities carried out. The length of this report is about 4000 words, exclusive references and titles and headings. (5 credits)