



UNIVERSITAT POLITÈCNICA DE CATALUNYA
BARCELONATECH

**Escola Superior d'Enginyeries Industrial,
Aeroespacial i Audiovisual de Terrassa**

Internships

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**Escola Superior d'Enginyeries Industrial,
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Presentation outline

- What are “pratiques externes”. Global vision.
- Steps to do. Academic and monetary issues.
- Modality “assignatura optativa curricular”
- Doubts and questions



Background

Bologna declaration 1999 – Flexibility of curricula

Real Decreto 592/2014 d'11 de juliol BOE

Acord 30/2015 Consell de Govern UPC

Acords CP-29/2017 i CP-34/2017 ESEIAAT

For students of **bachelor and master** degree



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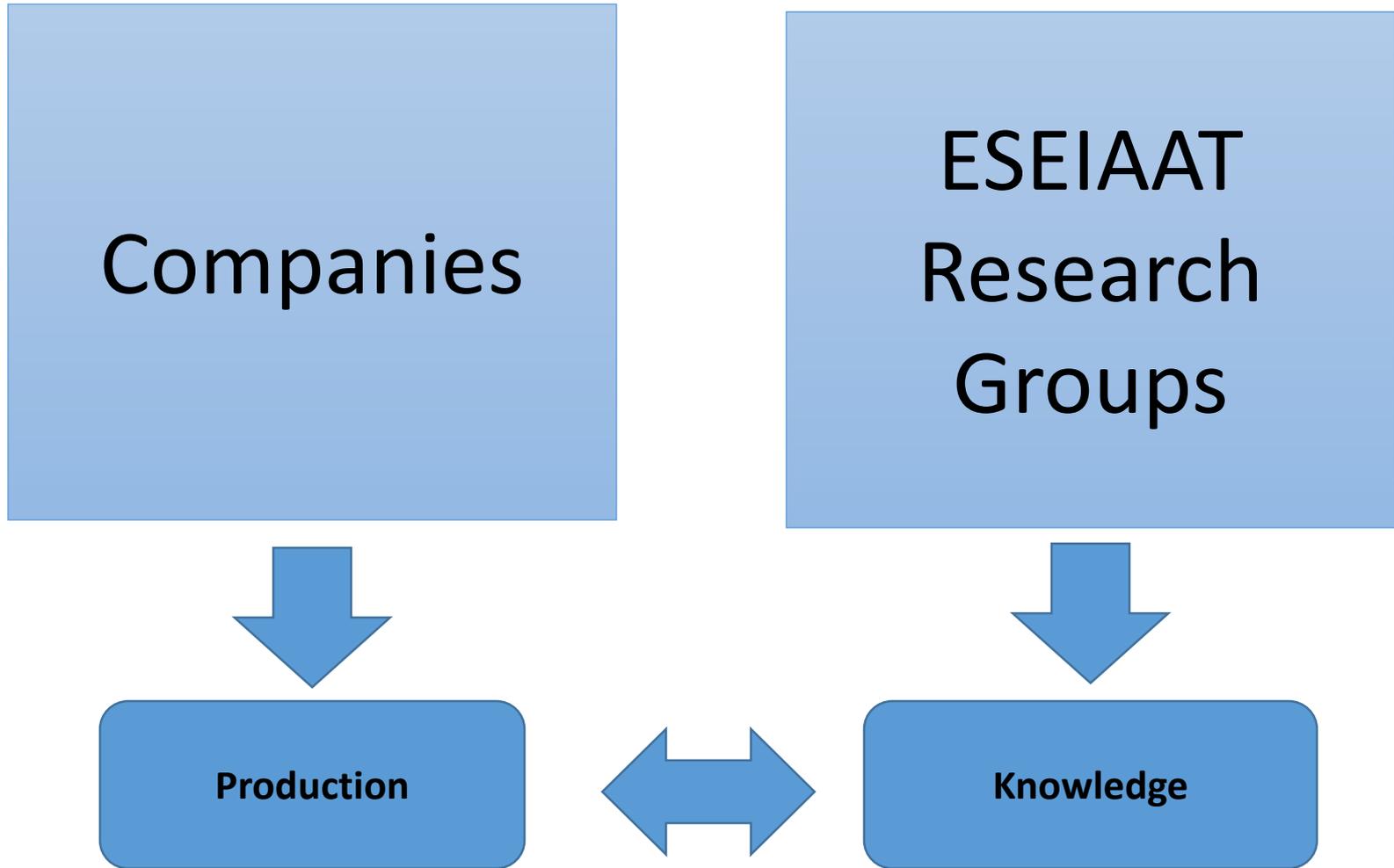
Goals of internship

Internship is an **educational activity** under the supervision of the School with next objectives:

- **Apply and complement** the knowledge acquired in their academic programs
- Foster the **acquisition of competences** for the exercise of professional activities
- Achieve a **practical experience** that improves his/her **employability** the labor market



Where can I do my internship?



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Why should I do an internship?

All of them have a bachelor degree in electronics and automation
but only one of them did an internship in company of robotics



WHO DO YOU CHOOSE FOR YOUR COMPANY OF ROBOTS?



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EMPLOYABILITY



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Internship modalities

- **Extracurricular:**

- Without specific academic commitment
- It is incorporated in the European supplement of your degree

- **Assignatura optativa:**

- It is included in the academic program
- There is an evaluation and a mark in your academic records

- **Vinculades a un TFG/TFM**

- You develop your Master/Bachelor thesis in a company



When can I do internships?

BACHELOR (240 ECTS)

After passing **120ECTS** (half degreee)

We suggest you to do them last year or 3rd advanced

MASTERS

From the very beginning if “assignatura optativa”. **Repealed by J.ESEIAAT/2018/02/02**

After passing **15 ECTS** if “extracurricular”



Limitations

- In course you can only do 900 h (unless you choose to link it with master/bachelor thesis – you can exceed)
- There is no “reset” between degrees
- **Please ask Secretary or send a SAU**

Titulació	TFG/TFM		Assignatura optativa		Màxim total titulació	Màxim Total amb vinculació a TFG/TFM
	ECTS	hores	ECTS	hores	hores	hores
GRETA-GRETI 240 ECTS	12	360	12	360	1800	1800+180
Resta de Graus 240 ECTS	24	720	12	360	1800	1800+360
MUEI-MUEA 120 ECTS	12	360	12	360	1200	1200+180
MUEO 120 ECTS	12	360	12	360	1200	1200+180
MUESAI 90 ECTS	15	450	10	300	900	900+225



Academic structure

extracurricular

assignatura
optativa

vinculació a
TFG/TFM

Agreement - “Conveni de cooperació educativa”
Contract among UPC, company and student

Educational project
“Projecte formatiu”

Objectives
Company supervisor
UPC supervisor

Student is legally covered during the activities
Timings and salary
Insurance of injuries and civil responsibility

Evaluation and
follow-up



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Step 1. Take your decision

Choose company



Fòrum empreses

117 empreses participants

Speed recruitment

68 empreses participants

 **Borsa de convenis de cooperació educativa**
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Inici

Contacte

Punt de trobada entre les empreses i l'estudiantat
empreses.eseiaat@upc.edu

Telèfons de contacte:
93 739 81 85 (atenció estudiants)
93 739 87 73 (atenció empreses)

Identifiqueu-vos amb el nom d'usuari de la intranet UPC o l'usuari d'empresa
Si no teniu usuari d'empresa, podeu crear-ne un omplint el formulari de registre.

Nom d'usuari: *

Introduïu el vostre nom d'usuari de Borsa de convenis de cooperació educativa - ESEIAAT.

Contrasenya: *

Introduïu la contrasenya per al vostre nom d'usuari.

Entra

<https://borsaconvenis.eseiaat.upc.edu/>

Choose modality: extracurricular, assignatura curricular, vinculació TFG/TFM



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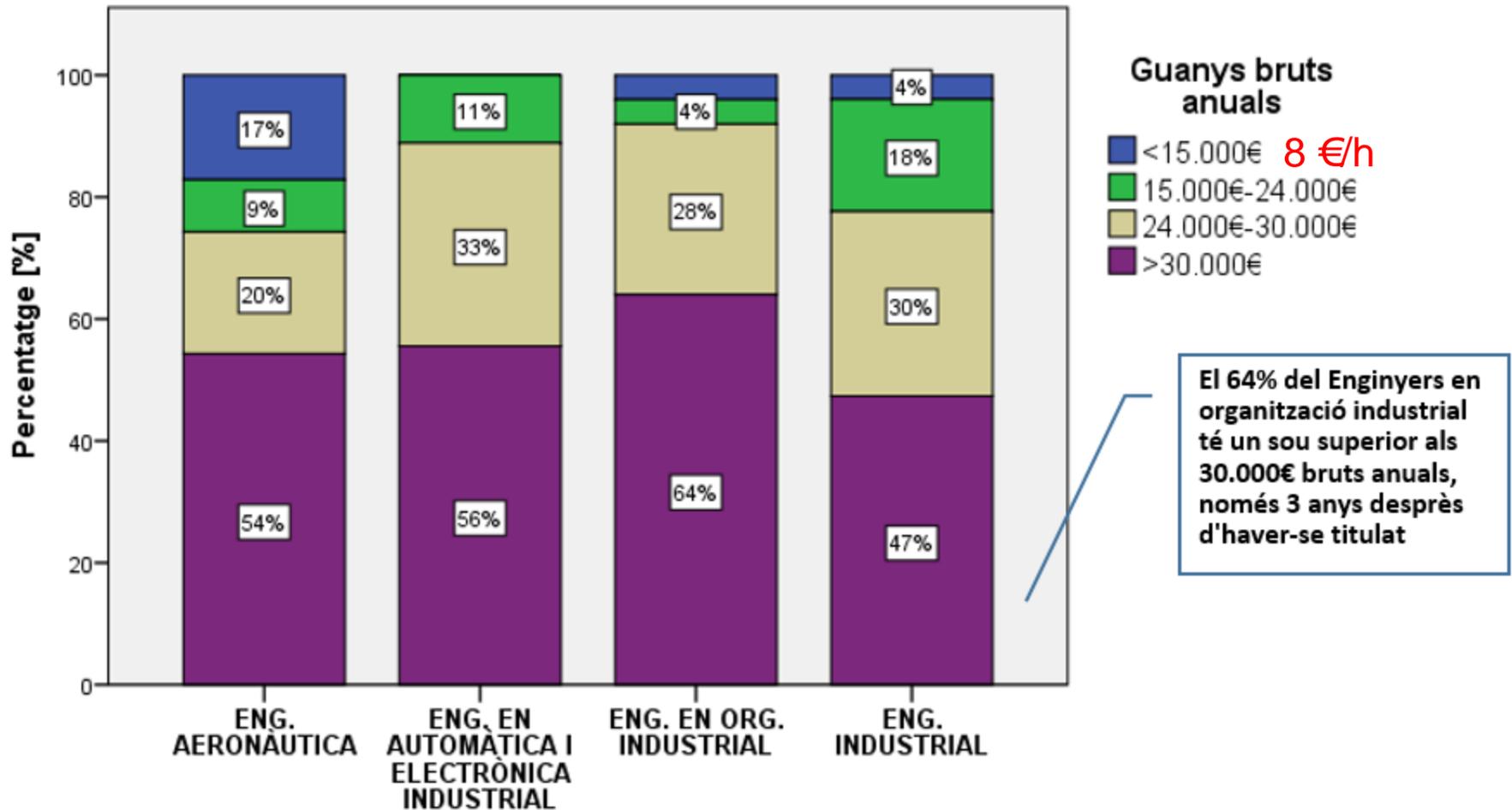
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Step 2. Negotiate

- Conditions: timing, dedication, educational project
- Economical conditions:
 - Recommended UPC 8€/h (1780 h -14.000 €/year), ESEIAAT will **not accept*** agreements under 6 €/hour
 - Research groups afford “matricula” costs as a “assignatura optativa” or UPC fellowship rates if extracurricular



Typical salary 1st job in Catalonia



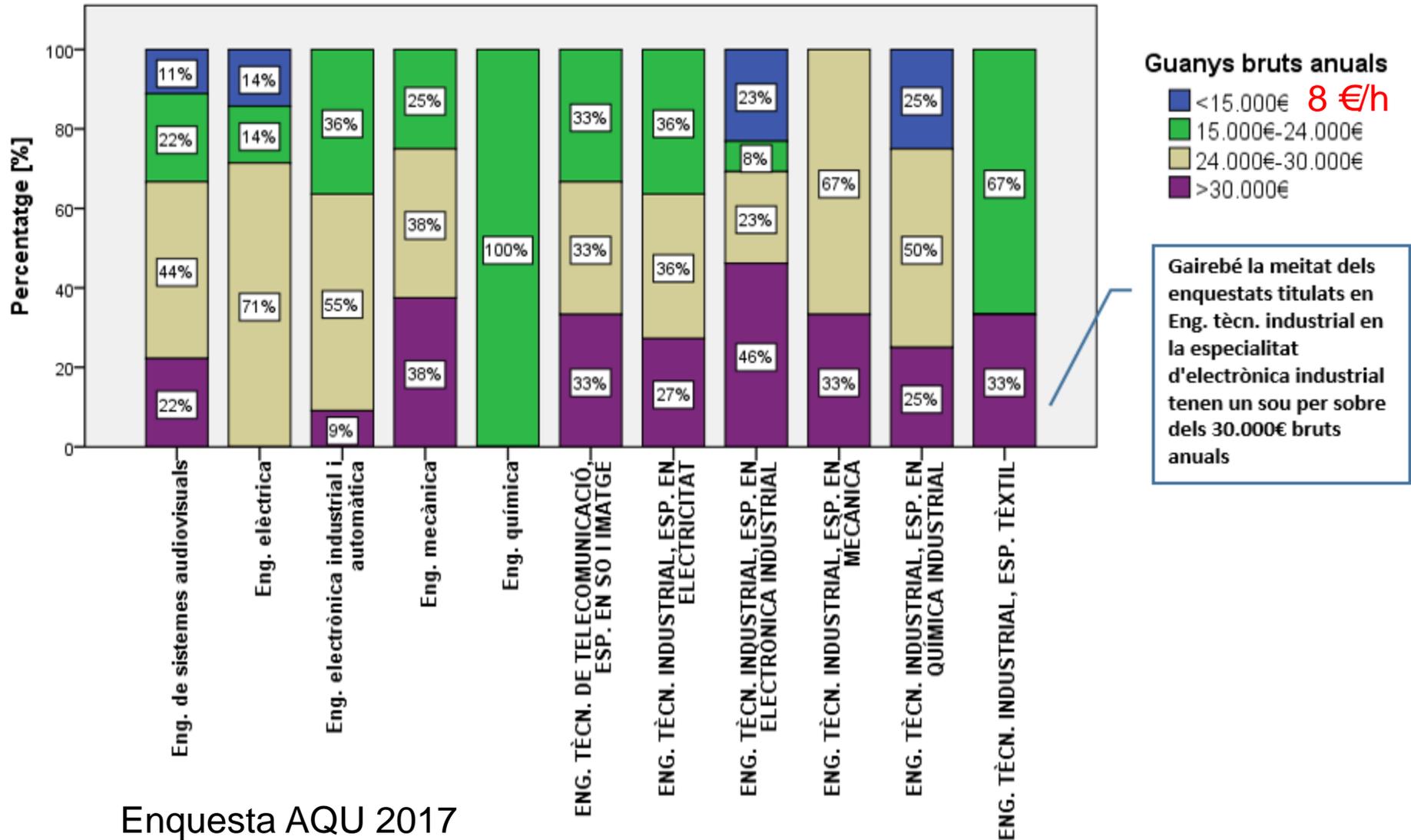
Enquesta AQU 2017



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Enquesta AQU 2017

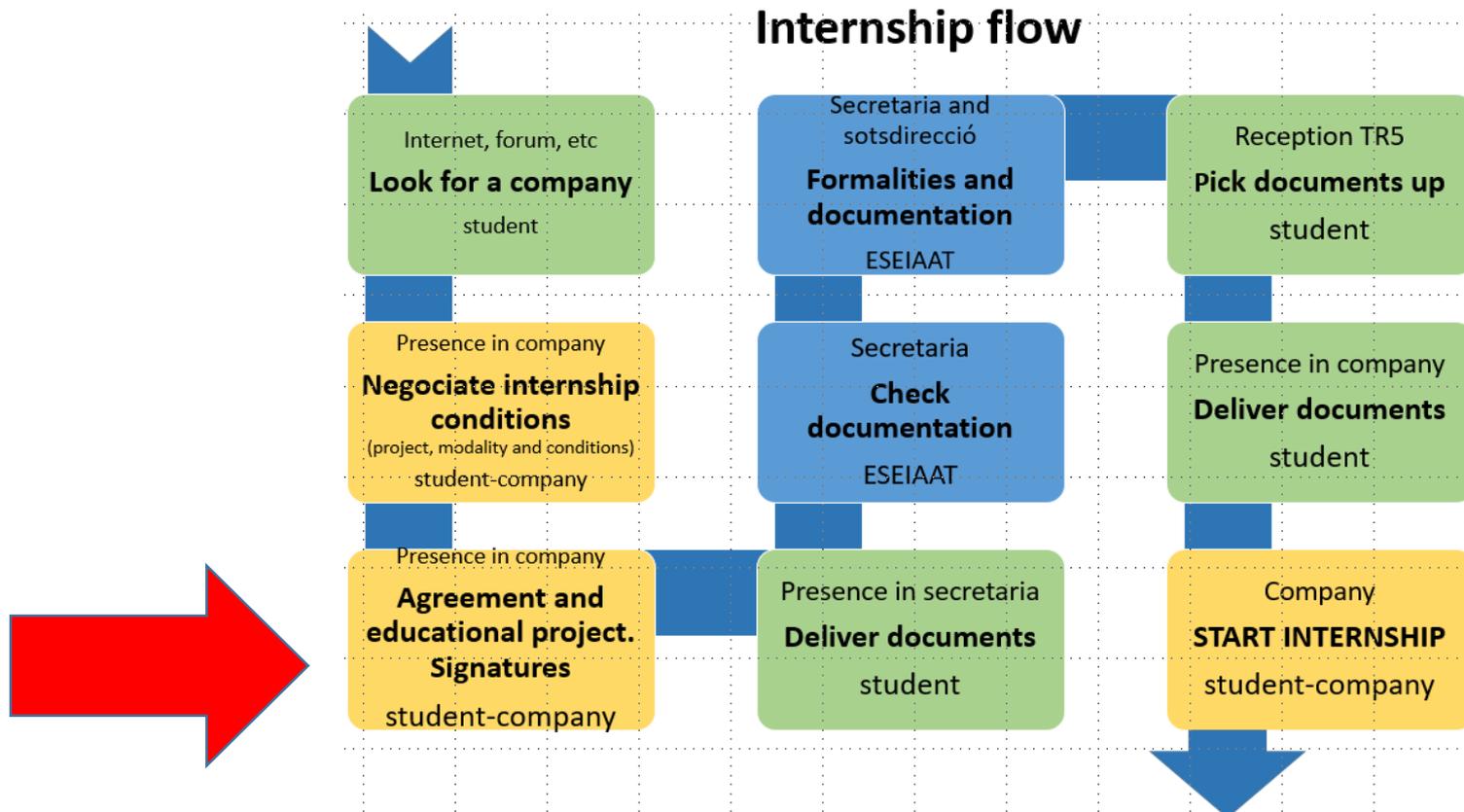


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Step 3. Administrative flow

- Students' responsibility
- Look at web <https://eseiaat.upc.edu/ca/empresa/practiques-externes/estudiant>



Important details

- **You cannot start the internship** if the agreement is not yet signed.
- You must deliver documentation at secretaria **a minimum of 7 working days** before the start of internship

**IT IS MANDATORY TO SIGN THE AGREEMENT
“CONVENI DE COOPERACIÓ EDUCATIVA”
(it is a legal document with implications like taxes,
insurances, etc.)**



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Assignatura optativa curricular

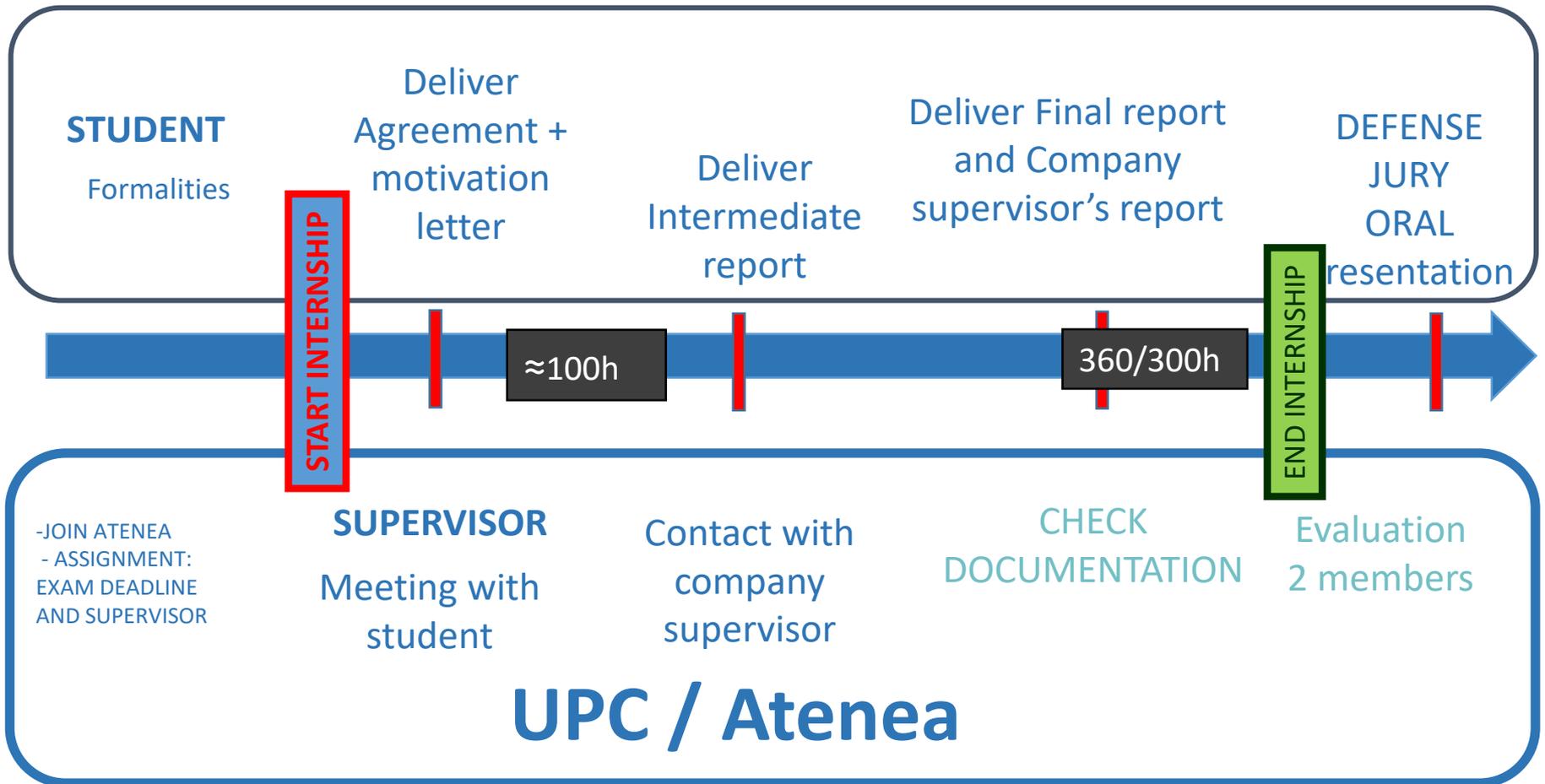
Internship works like a common subject

- **You must pay university fees** like other subjects
- You sign an agreement “**CONVENI DE COOPERACIÓ EDUCATIVA**” and an educational project “**PROJECTE FORMATIU**” (detailed please)
- Internship **NO CURRICULAR CANNOT BE CONVERTED TO CURRICULAR** a posteriori
- Professor coordinators: **EULÀLIA GRIFUL i PEPA LÓPEZ**

Agreement “conveni de cooperació educativa” takes **360 hours** for ALL degrees Grau, (bachelor), MUEI, MUEA i MUEO (masters) but 300 h for MUESAEI

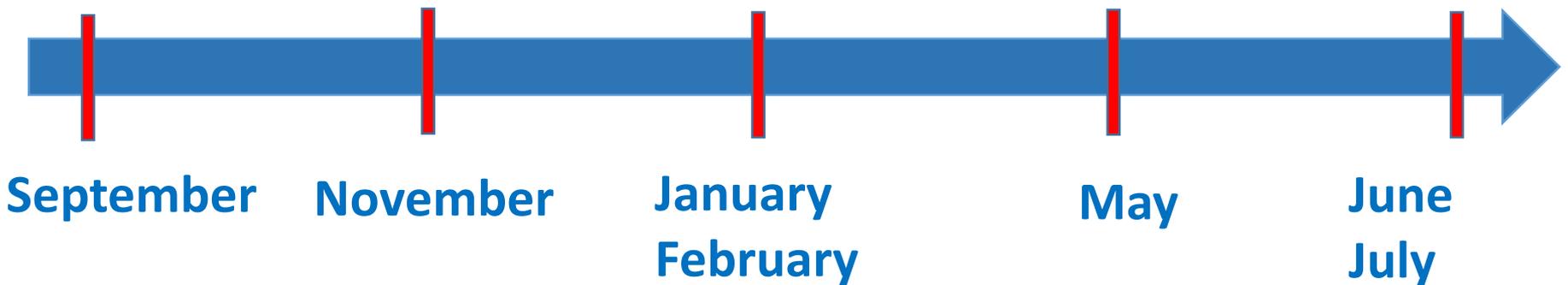


Workflow of intership as a subject



Evaluation's calendar

There are 5 exams along the course and you join the first one after the end of your internship:



All information, norms and forms can be downloaded from ATENEA and/or ESEIAAT web

<https://eseiaat.upc.edu/ca/empresa/practiques-externes/estudiant>



As an example, exams of 2018-2019

Convocatòria	Final de conveni	Límit lliurament memòria final i informe tutor	Tribunals
Novembre	fins a 31 d'octubre	31 d'octubre	12-16 novembre
Gener	fins a 31 de gener	14 de gener	21-25 gener
Maig	fins a 30 d'abril	30 d'abril	13-17 maig
Juny	fins a 30 de juny	17 de juny	26 juny-5 juliol
Setembre	fins a 31 d'agost	31 d'agost	3-9 setembre



Internship satisfaction

Your experience in this company, was it satisfactory



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