Internship Supervision

The Chair of Monetary Economics and International Financial Markets supervises internships. Students can earn ECTS for key qualifications area. To register, please send an email (at least four weeks prior to your planned starting date) to corina.klingenmaier@uni-wuerzburg.de, containing the following information:

- Name, Student ID, name of place of internship, scheduled time period, department, supervising contact person at internship place if known
- Comment on whether your report shall be graded

Overview of internship accreditation rules:

- Internship with or without grading (minimum duration: 4 weeks): 5 ECTS
  \[\rightarrow\] Internship report approx. 10 pages and approx. 15 minutes presentation
- Internship with or without grading (minimum duration: 8 weeks: 10 ECTS
  \[\rightarrow\] Internship report approx. 15 pages and approx. 15 minutes presentation

The internship report needs to follow the Chair’s formal guidelines for academic writing (see webpage for details on format, citation, etc.) and should cover at least the following aspects:

- Brief introduction, explanation of internship choice, highlighting economic relevance or interlinkages with economics, description of prior expectations
- Introduction of the place of internship (research institute, central bank, (government) institution, financial institution), description of your deployment area and your tasks
- Description of your specific tasks, potentially discussed in context to the relevant academic literature
- Description of your approach to these tasks and the methods used
- Description and discussion of potential interlinkages with the research areas of the Chair
- Experiences and possible challenges/problems you came across during your internship
- Description of the local supervision
- Reflection on your internship and lessons learned, Résumé

Particularly describe which skills obtained during your studies were helpful for mastering your internship tasks. How will those gained skills affect your studies moving forward? To do so, it might be helpful to discuss the fit of your study profile and the place of internship (maybe in context of potential future employment opportunities).

Please attach a copy of your internship contract and your internship certificate to the internship report.
Your presentation should follow your internship report. It might be sensible to emphasize specific aspects/tasks/results though. In any case, make sure to include a concluding remark on your overall internship experience. You are invited to support your presentation with slides. Note, however, that it matters what you say and not what you put on your slides. Use them to support illustration with, e.g., graphs or tables.

The write-up of your report should take place during or soon after finishing your internship. Please send a digital copy in form of a PDF document to your supervisor. We recommend that you consult with your supervisor prior to giving the presentation. The details on when and where the presentation will take place will be arranged individually with the candidates.

Statement

Herewith, I assure that I wrote the internship report myself, only using the resources declared. I clearly indicated all resources building on the thoughts of others. This internship has not been accredited as part of my studies at this University or any other University.

Würzburg, <Date> ......................................................

Signature