

M.Sc. Programme Geography of Environmental Risks and Human Security

Internship Final Report

To receive the 12 ECTS for your internship, you are required to submit an internship report comprised of the following documents within four weeks after completing your internship:

- I. Internship Report Cover Page
- II. Your internship report (8-10 pages)
- III. Post-Internship Assessment by Student
- IV. Student's Performance Assessment
- V. Internship Reference / Confirmation

Outline of Internship Report

- I. Internship Report Cover Page**
Please include the filled-in & signed cover page (see below) as the front page of your internship report.
- II. Overview**
 - a. Description of organization
 - b. Describe how the professional environment of your internship relates to the topics of the Joint Master in Geography of Environmental and Human Security.
- III. Practical Work Experience**
 - a. My Duties and Responsibilities at the organization
 - b. Comments on assignments and ability to complete the assignments
 - c. General work experiences
 - d. Impact of my work
 - e. My successes and shortcomings directly related to my work performance
- IV. Personal Reflections**
 - a. Internship as a learning process – what did I learn about this field and myself?
 - b. My expectations before the internship vs. the realities of the work
 - c. My exposure to not only the immediate team I worked with, but the organization as a whole and its networks.
 - d. How this internship fits into my personal academic and career objectives.
 - e. Benefits of the internship: Notable positive points about your internship experience worth mentioning?
- V. Conclusion**
 - a. Observations. Did you encounter there any challenges or difficulties in your internship experience?
 - b. Conclusions
 - c. Recommendations. Please consider both the roles of the program and the Internship coordinators.
- VI. Appendix**
 - a. Final Student Evaluation
 - b. Final Supervisor Evaluation
 - c. If available: work samples

M.Sc. Programme Geography of Environmental Risks and Human Security

I. Internship Report Cover Page

Student Information

Student Name: _____ **UNU ID #** _____

Phone: _____ **Uni BonnID#** _____

Internship Duration *As in internship certificate:*

Semester(s) in which the internship was conducted: Winter semester _____ **Starting date:** _____

Summer semester _____ **End date:** _____

Internship Host

Internship Supervisor

Organization Name: _____ **Supervisor Name:** _____

Department/Section: _____ **Position:** _____

City, Country: _____ **Email:** _____

Website: _____ **Telephone:** _____

I attest that all information provided in this report is true and correct to the best of my knowledge and belief, that I did carry out the internship as previously approved by the Joint Master's administration, and that the total workload amounted to at least 320 hours.

Signature (Student) _____ **Date** _____

The report was received by the M.Sc. Programme Geography of Environmental Risks and Human Security:

Signature (JM11 Coordinator) _____ **Date** _____

The student has fulfilled the requirements:

Signature (JM11 Coordinator) _____ **Date** _____

Comments by the Assessor:

[Write your internship report here along the outline indicated above]

