

# GoLP Internships

## Name:

GoLP Internship program

## Goals:

- to attract a steady stream of internal (IST) students to support MSc and PhD thesis under the supervision of GoLP members;

## Supervision team:

- The supervisor must be a GoLP PhD, although co-supervision by external researchers is allowed;

## Format of the internships:

1. 3-day onboarding for all interns
2. Development of workplan in the team should take place up to the end of first two weeks;
3. Participation in the regular team meetings where internship is developed is mandatory (according to the school schedule of the intern);
4. Typical workload of 5 work hours per week + 1h meeting with supervisor per month.
5. At end of the internship a report and presentation must be delivered
6. Closing day (final week of P2/P4) final presentation session of all the interns, with certificate/award ceremony:

## Curriculum recognition (ECTS):

1. Internships fulfilling the suggested workload are eligible for crediting of 3 ECTS
2. Credits might be eligible for *Actividades Extracurriculares* (AEI/AEII) or be included in the diploma supplement.

## Financial support:

1. GoLP might provide financial support, depending on the availability of funds. Being granted financial support allows internship recognition in the diploma supplement but disqualifies from replacing a 3 ECTS course;
2. Typical workload for 3 ECTS is a strict requirement for internship completion and a formal certificate/award issued by GoLP;
3. Internship candidates should at the time of application choose between applying for financial support OR AEI/AEII course replacement;
4. If available, financial support should be granted<sup>1</sup>:

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<sup>1</sup> Typical amount for a *Bolsa de Iniciação Científica (BIC)/ Atividades de iniciação a I&D (BII)*: 446.12 € \* 4 months (16 weeks) = 1784 € cost of each internship

**Target students:**

1. Top students at IST with a strong motivation and drive;
2. Internships accommodate for any IST student at any level (including highly motivated 1<sup>st</sup> year students).

**Calendar:<sup>2</sup>**

- Internship opportunities posted on GoLP website at the middle of each semester (start of P2/P4)
    - Internships can seed/turn into MSc theses or PIC1 undergrad projects.
  - Calls are open and disseminated IST-wide;
  - Selection committee interviews and pre-assigns interns to opportunities;
  - Interns are interviewed by supervisors/team leaders;
  - Selection committee informs interns of selection and starting/end dates.
1. Start of P2/P4:
    - Proposals are uploaded online.
    - Calls are open for eligible applicants.
  2. 3<sup>rd</sup> week of P2/P4:
    - Remote zoom session to address any questions from prospective candidates.
  3. 5<sup>th</sup> week of P2/P4:
    - Calls close
  4. End of P2/P4:
    - Internship placements announced
  5. Start of P1/P3:
    - Internship begins
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