

# Internship FAQ

## **What happens if I complete the course, but cannot find an internship?**

The course and its credits will be included in your transcript. Additionally, you will have gained valuable skills and knowledge for your future job search and employment. That being said, if you are open and flexible about the kind of internship you might do, and are prepared to work hard to find one, you should be able to find an internship within the 6 months remaining to do so.

## **Do I need to know about my research question before applying for an internship?**

No, you can apply for an internship without having a clearly defined research question ahead of time. You may, however, want to look at your internship tasks, the organisation and its area of work to evaluate for yourself if you can come up with a relevant research question or topic.

## **Extra course how many hours per week and when?**

The course is a regular 5 credit course, 2 hours per week for 12 weeks.

## **Can the internship be volunteer work?**

Yes, in many instances unpaid internships provide students with interesting options.

## **How many assignments will I get during the internship period?**

You will get two assignments during your internship that accelerate your organisation socialization process.

## **When should I start my internship?**

The start of your internship will partly depend upon your internship organisation. As far as the University concerns, you are free to start the moment you have finished the commitments for your second year and as long as you are back in time before the start of year 3, semester 2.

## **Is it possible to fill the time with 4 working days and 1 day a week for self-study?**

The actual schedule for the internship is between the intern and the employer, as long as you meet the requirements for the internship over the course of the semester.

## **Can I combine study abroad and an internship in the Urban Studies programme?**

The only way to receive credit for an internship semester in the Urban Studies programme is to complete all 30 EC – it is not possible to combine this with studies.

However, you can:

- Do an internship if it is an official part of the curriculum at the partner university and you will receive university credit for the internship; this will appear as course credit on your Leiden transcript
- Do an extra-curriculair internship. For more information, please visit the internship information on the Humanities tab.

**Should my internship be a full-time position?**

No, your internship does not need to be full-time. The only requirement with regard to time is that the internship has a duration of at least 420 hours.

**I will be away for 6 months doing my internship. Should I terminate my registration at Leiden University?**

No, do not terminate your registration. You remain a Leiden University student while doing your internship. If you cancel your registration, you are not entitled to receive any guidance from the university. Nor will the credits of the internship count towards your degree.