



Intro to Internships Sept 2024



## **Internships Health and Social**

Coordinator: Leonardo Pimpini, PhD

Email: <u>leonardo.pimpini@maastrichtuniversity.nl</u>

Internship guidance: Zoom only, send an e-mail to plan a meeting



#### **Assessment of master thesis**

#### You need 2 supervisors

#### **1** is always from FPN

## 1st supervisor has PhD degree (or is advanced PhD student)

In external institute:

→ If external supervisor has a PhD, then they can be the 1st supervisor. <u>Make sure they know their responsibilities</u>, see:

https://www.askpsy.nl/internship/info-for-supervisors

 $\rightarrow$  You need to find a second internal assessor (from FPN)



#### Arranging your internship

- Arranged by the HSP master
- Arranged by yourself



### Arranging an internship by yourself

- Start in time
- External supervisor:
  - Needs to hold a PhD
  - Needs to be aware of the responsibilities of supervision (see slide 4 for link)
- Need a second supervisor from FPN, keep in contact with FPN supervisor
- Make an appointment (Zoom) with Leonardo Pimpini,

Leonardo.Pimpini@maastrichtuniveristy.nl



#### Arranging an internship via HSP

- Step 1: Intro/orientation phase
- Step 2: "Meet my Supervisor" meetings
- Step 3: Apply for internship
- Step 4: Fill out the online application form



#### **Step 1: Orientation phase**

#### see available internal internships here:

https://docs.google.com/spreadsheets/d/10JKGHum4h7BkP8zx KYwAwxLWiaLBPRbR5SsdJO1JnyI/edit?usp=sharing



#### **Step 2: 'Meet the Supervisor'**

# See here for timeslots to meet the supervisor and know more about each project:

https://docs.google.com/spreadsheets/d/13UsUhXkXO2SI7NviD 2EpA7oXzWI\_9cZNhPiiT\_RQsvQ/edit?usp=sharing



#### **Step 3: Apply for internship**

- Monday Oct 14<sup>th</sup> as of 9.00 am
- E-mail your CV + motivation letter (1 page max) for internship request
- E-mail **ONE** supervisor/project only!



# Step 4: Fill out the online application form

- This is crucial for your internship to be valid.
- <u>online application form</u>
- This the basis of the contract, that needs to be signed before the internship starts.



#### **Internship contract**

- Your internship should be legal
- Have you met all requirements?
- Your internship is insured
  - No application form = no contract = no valid internship = no EC



#### **Duo internships**

- Discuss with possible supervisor
- Write their own thesis