

FAQ Internship Semester

Health Informatics

How long does the internship semester last?

The internship in the training company should last for a minimum of 18 full weeks. Together with the two weeks of practice-oriented courses (PLV weeks), the required minimum duration of the internship amounts to 20 weeks.

When am I allowed to start my internship semester?

Attaining a minimum of 100 ECTS points based on the course of study so far is a prerequisite for admission to the 5th semester (practical semester). The limit is not applicable if the departmental student advisory service recommends otherwise in individual cases.

Is the internship paid?

That depends on the company. Go here for information on the minimum wage here: <https://www.bmas.de/DE/Service/Publikationen/Broschueren/a765-mindestlohn-fuer-studierende.html>

When do the PLV weeks take place?

The first PLV week consists of six Career Service seminars. The first PLV week involves practice-oriented courses which students must attend and complete before the beginning of the practical semester in the fifth semester. Registration for the Career Service seminars can be made via: <https://pmit-ext.th-deg.de/seminare/>.

The second PLV week is offered by the Faculty. The course offering and the times and dates will be announced. You can register for the PLV in the corresponding iLearn course for the relevant semester.

Do I have to register for the PLV week exams in the Primuss?

No, registration via Primuss is not necessary. Information about a passed or failed PLV exam will be forwarded to the centre for studies by the Career Service and/or faculty.

When is the deadline for submitting in the contract?

The internship contract must be drawn up in Primuss by the end of the lecture period of the semester in which the internship is to be completed, otherwise approval by the start of the internship semester cannot be guaranteed.

If you are unable to meet this deadline, please contact the ITM course assistant in good time (before the semester break!), stating your reasons. Requests during the semester break will be processed again from the beginning of October.

Can I have days off?

The internship in the training company should last for a minimum of 18 full weeks. If the company grants you leave, the term of the agreement must be adjusted accordingly. You may have no more than three days of absence during the internship with the company. You may not have any days absent during the PLV weeks.

Who processes the internship documents and where?

The entire process of the internship semester is to be completed by each student online via Primuss / My Studies.

When do I have to submit in the internship report?

March 15, if the internship was completed in the winter semester,
October 1, if the internship was completed in the summer semester.

How should the internship report be structured?

The internship report should be consists of five pages of text (without cover page and table of contents) and should be written using a word processing programme (DIN A4, font: Verdana, font size: 10, line spacing: 1.5) and must include a table of contents and all references.

How should the internship report be organised?

The internship report should consist of five pages, not including the cover sheet, and be written using a word processing program (DIN A4, font: Verdana, font size: 10, line spacing: 1.5).

In what language does the internship report have to be written?

The internship report can be written in German or English.

Where do I have to submit the internship report or internship certificate?

Both must be uploaded as a PDF file in the online internship administration (Primuss).

What do I do if I don't receive my internship certificate on time?

As soon as you get your internship certificate from the company, please upload it as a PDF file in the online internship administration.

Can I take part in examinations during the internship semester?

Yes, you can take part in examinations during the internship. Deadlines for possible re-examinations (second attempt: 6 months; third attempt: 12 months) also continue in the internship semester.

What do I do if the PLV week takes place during my internship?

The company must release you for the PLV week, but you do have to make up this time in the company.

Where can I find information about the internship abroad?

You can find important information about the internship abroad here: <https://www.th-deg.de/en/students/going-abroad#internship-abroad>

Can my internship agreement be extended?

It is not possible for the university to extend the internship agreement.

From whom do I receive a certificate declaring that it is a compulsory internship?

You receive a certificate regarding the compulsory internship from the Centre of Studies.

You can find further important information in the internship regulations:

<https://www.th-deg.de/en/students/documents-organisation#accordion-internship-ecri>

Pfarrkirchen, October 14, 2024

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