Instructions for Practical and Research Training

**Scope**

Students are required to complete the internship in a total duration of at least three weeks, i.e. 120 hours in total. It is possible to conduct training at once or in blocks, in various organisations, and upon discussion with the master’s thesis supervisor. Completion of the internship may not interfere with students’ participation in classes.

The content must align with the study programme or master’s thesis (i.e. in various organisations active in agriculture, rural development, agri-food value chains, development or conservation policies, and related fields. It is possible to accept active participation in a relevant project. During practical and research training, students should acquire knowledge and skills appropriate for the successful finalisation of the master study programme.

The course Practical and Research Training is, after successful completion, credited by 5 ECTS.

**Insurance**

All students are highly recommended to make their insurance at the ERV insurance company for abroad placements <https://www.ftz.czu.cz/en/r-9422-international-relations/r-10721-other-international-mobilites/r-16713-travel-insurance-for-the-czu-students/travel-insurance-for-the-czu-students.html>.

Students fulfilling their internship here in the Czech Republic are insured at Generali Česká pojišťovna, insurance contract Nr. 8992655515.

**Necessary forms to be filled in:**

**Application form**

A student will apply for the internship well in advance (usually after selecting the master’s thesis topic at the end of the first semester). Every request has to be discussed with the master’s thesis supervisor, who also approves the request.

**Cover letter**

A cover letter informs the receiving organisation about the main idea and principles of Practical and Research Training.

**Confirmation and evaluation by receiving institution**

After fulfilling the internship, receiving institution summarises the content and performance of a student.

**Final report**

A student describes the main activities and contributions of the internship for the master’s thesis compilation and the knowledge gained within the study programme scope.

Note: All documents are available on the [study programme webpage](https://www.ftz.czu.cz/en/r-9420-study/r-9505-study-programmes/r-10446-master-s-degree-programmes/r-10472-international-development-and-agricultural-economics/r-13090-practical-training-idae). A student will be granted with credit/pass-eligible when all documents are correctly filled, approved by relevant persons, and submitted to Barbora Kulikova (kulikova@ftz.czu.cz).