

PRACTICAL TRAINING

Students of the master programme International Development and Agricultural Economics at the Faculty of Tropical AgriSciences of the Czech University of Life Sciences in Prague are required during their studies to take practical training.

Scope of training:

Student is required to complete practical training in duration of at least 3 weeks, i.e. 120 hours in total. It is possible to complete training at once or in blocks. In case that the student completes training during winter or summer semester, it may not interfere with student's participation in classes.

The course *Practical Training (IEI25Z)* is credited by 5 ECTS.

Content of training:

Practical training and its content must be related with the chosen study programme, study specialization or master's thesis. Students are recommended to attend training in companies engaged in foreign trade and development cooperation, in NGOs focused on social, economic or environmental development, or in agricultural enterprises. It is possible to accept the active participation in international development project or research project. During practical training, students should apply knowledge and skills acquired while studying at university.

Cover letter:

Cover letter addressed to the organization where the student is interested to apply for the practical training is available for download on the website of the Department of Economics and Development.

Request for training:

Student submits the application for training before the beginning of practical training. The application must be approved by the master's thesis supervisor and the head of department..

Brief structure of the application:

- Name of organization/ project
- Term of practical training
- Preliminary workload of practical training

Acceptance of training:

For the practical training acceptance, the student must submit to the master's thesis supervisor following documents no later than 30 days after completion of practical training:

- Students' credit list on completion of practical training



- Report on completion of practical training of no more than two A4 pages - see prescribed structure below
- Timesheet confirmed by the authorized representative of the employer

Recommended structure of the final report:

- Name and brief description of organization/ project
- Specialization of organization/ project objectives
- Workload of practical training
- Contribution of practical training for the master's thesis writing and study programme, obtaining background material for the master's thesis or seminar paper (or other comments on the course of practical training)

After evaluation of all submitted documents, the master's thesis supervisor will grant the credit to the student in the last semester of studies.

Insurance:

- Students of the CULS Prague who are sent to the practical training within their studies are insured by the insurance company Kooperativa pojistovna, a.s., insurance contract No. 7720707919
- In case of the practical training conducted abroad, students are requested to arrange the travel insurance according to the instructions of the employer.
- In case of insured accident, subject guarantor together with the student fills the Record of accident and then they will submit it to the insurance company.

Warning:

Practical training will not be recognized in the following cases:

- Student will break any of conditions in pursuance of practical training
- Student will require recognition of training retrospectively, i.e. he fails to submit required documents within 30 days after the end of training
- There will be any inconsistencies with the request for training or in submitted documents
- Final report will not be in required extent and structure