A personal study plan clarifies the objectives of internship and helps preparing for it. The aim of the internship experience is that it is beneficial to the studies and future working career of the student. The personal study plan for internship includes the student’s own reflection on how the internship supports studying and helps with career planning. Contents of the personal study plan can be utilized in the internship report which is written when applying for the internship to be included in the studies.

The personal study plan for internship must be sent to the Career Services of the University of Vaasa as an appendix to the application for travel grant together with curriculum vitae (CV) and estimated travelling expenses. The personal study plan for internship should be 1-2 pages and include, among other things, answers to the questions below. The answers can be written either to this document or to a separate free-form document.

Name and contact information

Student number

School and programme

1. What are your work tasks in the internship place?
2. What skills learned in your studies do you get to apply in practice?
3. How does the internship support your studies and what do you hope to learn during the internship?
4. What do you think the employer expects from you?
5. How is the internship taking place in relation to your other studies?
6. Who is the contact person responsible of internship in your field of study/ major subject? (<https://www.uwasa.fi/en/students/internship> - teachers in charge of internships)
7. Have you tentatively agreed with the contact person about the internship? Mention the date and person with whom the agreement has been made.