The deadlines of the single steps can be found in the document *Overview Dates* on https://fahrzeugtechnik.fh-joanneum.at/studierende/master.php.

Start

Read documents *Internship Training Concept:* https://fahrzeugtechnik.fh-joanneum.at/studierende/master.php

Submit the proposal and choose your desired internal supervisor on the Master administration tool: https://projekte-fahrzeugtechnik.fh-joanneum.at/Masteradministration/

Presentation of the proposal in the institute's council by the desired supervisor.

In the case of approval: The appointed supervisor hands over the undersigned proposal to the institute's administration and informs the student

In the case of non-approval: The desired supervisor contacts the student → revision/alteration of the proposal

Fill out the document *Internship Confirmation* and submit it to our administration tool: https://projekte-fahrzeugtechnik.fh-joanneum.at/Masteradministration/

Stay in contact with your FH-supervisor!

Assessment of the Industrial Internships by the company supervisor on https://fahrzeugtechnik.fh-joanneum.at/links/master-internship-assessment.php
The student has to inform the company supervisor about that!

Please obtain confirmation from the company that you have completed the internship and submit it to our administration tool: https://projekte-fahrzeugtechnik.fh-joanneum.at/Masteradministration/

Internship Presentation