

Work placement plan

In this work placement plan you show that you have received an offer for an internship and provide as with the details of it. The internship must relate to a subject within the general field of humanities that is part of your education and this plan will be evaluated for approval by a representative of this subject within our faculties. If approved, you will be *conditionally admitted* to the following course, provided you meet all other eligibility requirements:

- [Work Placement: The Humanities in Working Life \(HTXJ01\)](#)

Guidelines for the internship plan

The plan is to be developed together by the student and the internship provider and should describe how the student will be given the opportunity to carry out qualified, focused work – analysis, planning or evaluation – and continuously participate in the daily work at the workplace. It must also describe in what way the internship is related to your specific humanistic education (see “Main subject” below) and what opportunities are offered to use and develop the knowledge and skills acquired from this education.

The internship plan, i.e. this document, must be uploaded to your pages no later than the supporting documentation deadline. See dates at www.antagning.se.

Admission process

If you are accepted to the course, we need to also draw up a contract before the start of the course so that you can be fully qualified and thus finally registered on the course. This contract, an *internship agreement*, is a tripartite agreement, i.e. it must be signed by you as a student, the internship provider and Lund University. A form for this agreement is sent out to all admitted students after the second admission notice has been published.

Admission notices are submitted according to the regular timetable for the autumn and spring semesters respectively. See dates at www.antagning.se. However, if necessary, an advance notice can be issued, provided the internship plan is approved.

Information for Internship Providers

When the internship takes place in Sweden, the student is insured during working hours through Lund University. If the internship takes place abroad, the student is insured through Kammarkollegiet's "Student UT" insurance. This coverage is valid 24/7 in the host country, throughout the entire agreed internship period, and also for two weeks before the start of the period and two weeks after its conclusion.

During the internship period, time should be allocated for the students' work on their internship report and reflective essay.

For questions, contact the [study advisor](#).

Personal data

Applicant's surname and first name	Social security number
Email address	
Main subject - at least 60 credits (must be a subject offered by our faculty or equivalent, see list here)	

Information about the internship

Name of organization	
Internship period	Place of work (city, country)

Internship supervisor (name and title/position)	
Email, phone number	
Description of the tasks that the student will perform as part of the internship (see instructions above)	

The internship provider's signature

Date	Signature (digital is fine)
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