Stockholm University

STOCKHOLM BUSINESS SCHOOL

Internship Agreement 2025

– Reflective Practice (30 ECTS)

The main objective of this course is to provide an opportunity for students to convert theoretical knowledge into professional experience, thereby enriching the students' overarching knowledge, competence and judgment within the field of academic studies.

The intern keeps her/his status as a student and remains under the responsibility of Stockholm Business School, throughout the duration of the internship. Personal Injury Insurance for students also applies to students who practice in Sweden. For interns abroad, Student UT Insurance from The Swedish Legal, Financial and Administrative Services Agency*, applies.

Internship Objectives

During the internship period the intern is expected to attain the following goals:

- Hands-on experience of how the host organization functions on a day-to-day basis.
- Form a reflecting understanding of working professionally in the host organization.
- Produce a work journal or diary containing daily records of and reflections on work events, observations and experiences.

Internship Conditions

- The internship contains 15-20 weeks of practice during autumn semester, in the host organization. The internship should at the earliest start on August 1, and end at the latest on January 18, 2026.
- During the internship, the intern follows normal working hours at the workplace. However, sufficient time must be set aside for academic work – the writing of course assignments.
- The host organization will give the intern tasks and responsibilities in relation to her/his qualification level so that her/his activities are a complement to those performed at Stockholm Business School.
- Through adequate and regular tutoring and mentoring, the host organization contributes to the intern's professional training and personal development.
- At the end of the internship, the host organization will give the intern a short Internship Certificate indicating the nature and the duration of the internship.

*https://www.kammarkollegiet.se/vara-tjanster/forsakring-och-riskhantering/hitta-forsakringsprodukt/personforsakringar/studier/utresande-utbytesstudenter-student-ut

Information about the Host Organization, Intern and Internship Period

The name, line of business and address of the host organization.
The function and contact details of the tutor in the host organization
The name of the intern/student
The dates (starting - ending) of the internship

By signing this internship agreement, all parties agree upon the objectives and conditions stated above.

Place and date
Signature by Host Organization
Printed name

Place and date
Signature by Student
Printed name

Place and date
Signature by Head of course at SBS
Printed name

For students: please send the agreement to oskar.sjolander@sbs.su.se on June 1st at the latest.