

Agro Business and Landscape Management (AP)

To ensure the quality of the internship, different aspects have to be taken into consideration before, during and after the internship.

What do we require from an internship company?

Resource capacity

An internship company must have sufficient resources in order to offer a student an internship. Generally, Business Academy Aarhus has experienced that a company with only one employee, in which the student accounts for the owner's entire production capacity, does not fit the internship concept, just as it is not optimal that a company bases its operation solely on interns each semester.

Number of employees

The size of an internship company determines the number of interns the company may have. A company with 5 employees or less is allowed to have one intern. The number of interns should not make up more than half of the employees.*

However, when the quality of the internship is assessed, the following aspects are taken into consideration as well:

1. Do the tasks have professional relevance and do they provide the student with a good foundation for learning during the internship period?
2. Is there a professional with competencies within the intern's field who will be an adviser committed to the individual intern?
3. Are the work assignments specific and varying?

The internship coordinator is always willing to discuss the above with the company.

Insurance

If the internship takes place in a company in Denmark, the internship is covered by the act on worker's compensation (lov om arbejdsskadesikring), cf. ministerial order no. 185 from 23. February 2017, and by the act on liability for damages (lov om erstatningsansvar). This means that if the internship takes place in a company in Denmark, the student is covered by the company's worker's compensation and liability insurance. The duty to insure also applies to associations and sole proprietorships that do not already have employees.

If the internship takes place in a company outside Denmark, then it is the student's responsibility to examine and assess whether he or she can be covered by the company's insurance. In cases where the student is not covered by the company's insurance, the student must ensure that they have the necessary insurance.

Language

If the internship takes place outside Denmark, at least one contact person in the company must speak English.

*This is an exception in e.g. start-ups where a company with few employees may have a sufficient number of development projects or ongoing innovation processes for the learning objectives of an intern to be fulfilled.

Work facilities

The internship company is not required to provide any personal equipment for the student, so the student must bring a helmet, safety footwear, protective equipment etc.

Resources and tasks during the internship period

It is not possible to provide an exact figure for the company's total workload in connection with the internship. The workload is usually greatest at the start of the period, when students only have minimal insight into the daily routines and tasks. However, throughout the entire placement period, students will need a coach or tutor who can act as a source of information in connection with the student's work.

A plan for the work to be done in order to achieve the goals must be made by the student and the company in cooperation with one another.

The company has no responsibility for ensuring that the student prepares their internship report, but students must be allocated time during their internship so that they can work on it. After the long internship, the company is expected to write a letter of recommendation. This is not expected for the short internships.

Nice to know

The financial obligations of an internship

The internship is unpaid and the company has therefore no financial obligations towards the student. However, the company may give the student a 'token' payment of up to 3000 DKK per month.

In addition, the company has the possibility to contribute to the intern's documented costs related to the internship, such as telephone, transport, travel insurance, flights, etc. These contributions do not affect the student's SU.

Read the applicable rules for 'Internships and SU' on www.su.dk (this is only available in Danish).

This is valid for internships in both Denmark and abroad.

The internship period

The entire internship period must be 10 weeks long. The internship usually consists of 2 weeks in July and August between the 2nd and 3rd semester with the remaining 8 weeks during the 4th semester. Besides completing the entire internship period, the students must also prepare an internship report for the longer internship period.

It is possible for the student to base the final exam on a real company problem. In this case, it is the company's and the student's responsibility to draw up an agreement for cooperation in this period. In the agreement, the company and the student must be aware of the insurance practicalities.

Additional information

During the fourth semester internship, each student has one of the Academy's permanent teachers appointed as a supervisor. The supervisor will – if possible – pay a visit to the internship company during the fourth semester internship period.

The student's academic supervisor or the internship coordinator can be involved in the preparation of the internship agreement.

The company agrees with the students how any internal reporting should take place.

Evaluation of the internship

After the internship, both the company and the students are asked to evaluate the internship. This is very important for the continuous improvement of the programme and the internship.

Internship in own company

For an internship in the students own company, a workplace/office is required. The student must have a desk in a "growth environment." This can be a small or medium-sized company, or it may be in an incubation environment or similar. The Academy can help the student find somewhere, but it is primarily the student's responsibility to find a suitable workplace prior to the submission of their final application for their internship.