



Application Form for Students Doing an Internship

Personal Information		
Last name, first name of applicant		Name at birth
Address (postcode, city, street, house number)		
Date of birth	Place of birth	Family status
Nationality	Disabilities <input type="checkbox"/> No <input type="checkbox"/> Yes	Degree of disability percent
Contact details	E-mail	
	Phone number	
Timeframe of internship from _____ until _____		

Type of internship

It is a <input type="checkbox"/> Pre-study internship <input type="checkbox"/> Internship during the course of study <input type="checkbox"/> Post-study internship	
<input type="checkbox"/> The internship is mandatory (according to Study and Examinations Regulations* ¹) <input type="checkbox"/> The internship is voluntary	
Name and type of institution of studies	Study programme / field of study
Desired degree likely to be earned in (year)	Semester Lecture period: Lecture-free period:
During the time of my internship, I will be employed elsewhere <input type="checkbox"/> No <input type="checkbox"/> Yes, working a total of _____ hrs/week, at: _____ ; if applicable remuneration: _____ €/month	

Area of work during internship

Desired area of work (e.g. profession, faculty, institute)	
<input type="checkbox"/> A preliminary discussion has taken place	Name
Amount of work per week <input type="checkbox"/> Full-time (40 hrs) other: _____ hrs (max. 20 hrs during lecture period)	
Have you previously done an internship at the Friedrich Schiller University Jena? <input type="checkbox"/> No <input type="checkbox"/> If yes, where and when?	

Objectives of the internship (please explain briefly)

Information on vaccination for interns

Regarding your upcoming internship, we recommend you to refer to the vaccination recommendations by the German Standing Committee on Vaccination (*Ständige Impfkommission*, STIKO):
https://www.rki.de/EN/Content/infections/Vaccination/Vaccination_node.html

Please note that you are about to do the internship at your own risk, particularly in case of incomplete vaccination measures.

Attachments

- Curriculum vitae in tabular form
- Certificates
- Excerpts from the Study and Examination Regulations regarding pre-study internships, internships during the course of study (English)
- Internship contract
- Certificate of student status
- Other documents _____

Date

Signature of the applicant

Please note:

- *¹ - Submitting an excerpt from the Study and Examination Regulations is mandatory.
- Submitting your certificate of student status is mandatory.

Please send the duly completed form to the following address:

**Friedrich Schiller University Jena
Department for Human Resources, Fr. Szilvia Mammel
Fürstengraben 1
07743 Jena, Germany**