

Subject card

Subject name and code	Professional internships, PG_00197796						
Field of study	Administration						
Date of commencement of studies	October 2026	Academic year of realisation of subject				2027/2028	
Education level	Bachelor's studies	Subject group				Obligatory subject group in the field of study Optional subject group	
Mode of study	full-time studies	Mode of delivery				at the university	
Year of study	2	Language of instruction				Polish	
Semester of study	4	ECTS credits				8.0	
Learning profile	academic	Assessment form				credit	
Conducting unit							
Name and surname of lecturer (lecturers)	Subject supervisor		dr Michał Miłośz				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	180.0	0.0	0.0	0.0	180
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	180		0.0		20.0	200
Subject objectives	The purpose of the professional internship is to enable the student to practically apply the knowledge and skills acquired during their studies, as well as to develop social competences in conditions appropriate for professional activity and to achieve the learning outcomes provided for professional internships in the study programme.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINL3_K03] is prepared to perform duties in public administration in a responsible manner, with due regard for professional ethics, including in positions requiring the professional title of Bachelor's degree holder. Furthermore, he/she is ready to undertake employment in other entities in roles related to administrative activities and the application of law within specified areas of social and economic life.	-	[SK7] entries and opinions in the internship diary
	[ADMINL3_U04] is able to plan and organize his/her own work and is prepared to actively participate in teams involved in the performance of administrative activities.	-	[SU7] entries and opinions in the internship diary
	[ADMINL3_W02] possesses advanced knowledge of, and is able to characterise, the system of public authority (including at the national and European Union levels), the structure of public administration, the procedures for the appointment of public bodies, as well as the legal framework governing the organisation and functioning of public administration and the work of civil servants.	-	[SW2] presentation/project/paper/report
Subject contents	<p>Professional practice provides the student with the opportunity to learn about the legal and organizational conditions of the functioning of the entity where the internship takes place, the tasks carried out by that entity, and the work at the position assigned to the intern. As part of the professional practice, the student becomes familiar with both the substantive aspects and the organizational and technical aspects of the entity in which administrative activities are carried out and/or law is applied in specific areas of social and economic life.</p> <p>The practice is carried out in accordance with the professional internship program.</p>		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Contents of the Internship Card	51.0%	100.0%
Recommended reading	Basic literature	Not applicable.	
	Supplementary literature	Not applicable.	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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