

**COURSE DATA****DATA SUBJECT**

**Code:** 44176  
**Name:** External internships  
**Cycle:** Master's Degree  
**ECTS Credits:** 6  
**Academic year:** 2025-26

**STUDY (S)**

Degree	Center	Acad. year	Period
2203 - Master's Degree in Economic Policy and Public Economics	Facultat d'Economia	1	Indefinite (Individuals)

**SUBJECT-MATTER**

Degree	Subject-matter	Character
2203 - Master's Degree in Economic Policy and Public Economics	External internships	ELECTIVES

**COORDINATION**

DALMAU LLISO JUAN CARLOS

**SUMMARY**

The External Practices course of the Master in Economic Policy and Public Economics -MPEEP- is optional and is taken in the second semester of each edition. External practices are training activities that university students carry out in public or private entities or organizations and have a minimum duration of 150 hours.

The objective of these internships is to complement the academic training, providing students with the opportunity to apply in a practical way the knowledge acquired in the areas of economic policy and public economics, thus developing the competencies and skills necessary for their professional development in this field. In addition, the internships bring students closer to the dynamics of the professional environment, facilitating their future incorporation into the labor market. They will be supervised by an academic tutor from the University of Valencia and by a tutor from the Collaborating Entity. The possible professional fields of action include the Central and Autonomous Administration, City Councils, Provincial Councils, Autonomous Organizations, Research Centers, Consultancies, Research Services, Social, Trade Union and Business Organizations, as well as NGOs.

**PREVIOUS KNOWLEDGE****RELATIONSHIP TO OTHER SUBJECTS OF THE SAME DEGREE**



There are no specified enrollment restrictions with other subjects of the curriculum.

## **OTHER REQUIREMENTS**

## **COMPETENCES / LEARNING OUTCOMES**

### **2203 - Master's Degree in Economic Policy and Public Economics**

Aplicar los conocimientos adquiridos en la identificación de salidas profesionales y yacimientos de empleo en el ámbito de la economía privada, el sector público y el tercer sector, partiendo del reconocimiento de la importancia del dominio de las técnicas y herramientas de búsqueda de empleo para este fin y teniendo siempre presente el emprendimiento como una alternativa profesional.

Capacidad para preparar, redactar y exponer en público informes y proyectos sobre política económica y economía pública de manera clara y coherente, defenderlos con rigor y tolerancia y responder satisfactoriamente a críticas sobre los mismos.

Desarrollar la capacidad crítica, impulsar la inquietud y el interés investigador; buscar, ordenar, analizar y sintetizar la información económica, seleccionando aquella que resulta pertinente para la toma de decisiones en política económica.

Desarrollar la capacidad de trabajo en equipo, coordinación de tareas, liderazgo y compromiso con el grupo en el desarrollo de actividades de análisis de los problemas económicos y sus soluciones.

Distinguir los elementos que condicionan las relaciones entre el sector público y el sector privado en una economía, analizando la incidencia que el sector público mantiene sobre la actividad económica, así como sobre el comportamiento de los agentes.

Fomentar, en contextos académicos y profesionales del ámbito de la política económica, el avance tecnológico, social o cultural dentro de una sociedad basada en el conocimiento y en el respeto a: a) los derechos fundamentales y de igualdad de oportunidades entre hombres y mujeres, b) los principios de igualdad de oportunidades y accesibilidad universal de las personas con discapacidad y c) los valores propios de una cultura de paz y valores democrático.

Integrar las nuevas tecnologías de la información y de la comunicación en su labor profesional y/o investigadora relacionada con el análisis de la intervención del estado en la economía.

Poder evaluar el impacto de la política económica sobre la economía en su conjunto y por áreas de actividad o sectores.

Poder realizar una evaluación previa de las políticas económicas del Estado y el establecimiento de alternativas posibles.

Ser capaz de definir, expresar y resolver de forma sistemática problemas económicos complejos.

Students should apply acquired knowledge to solve problems in unfamiliar contexts within their field of study, including multidisciplinary scenarios.



Students should be able to integrate knowledge and address the complexity of making informed judgments based on incomplete or limited information, including reflections on the social and ethical responsibilities associated with the application of their knowledge and judgments.

Students should communicate conclusions and underlying knowledge clearly and unambiguously to both specialized and non-specialized audiences.

Students should demonstrate self-directed learning skills for continued academic growth.

Students should possess and understand foundational knowledge that enables original thinking and research in the field.

Tomar decisiones tanto individuales como colectivas en su labor profesional y/o investigadora relacionada con la resolución de problemas propios de la política económica y la economía pública.

Valorar diferentes problemas económicos, precisar sus causas e interpretar la toma de decisiones del Estado.

## DESCRIPTION OF CONTENTS

## WORKLOAD

### PRESENCIAL ACTIVITIES

Activity	Hours
Attendance at the internship centre	0,00
Attendance at supplementary activities	0,00
Monitoring and tutoring of internships	0,00
<b>Total hours</b>	<b>0,00</b>

### NON PRESENCIAL ACTIVITIES

Activity	Hours
Independent study and work	0,00
Preparation of supplementary reports	0,00
Preparation of the internship report and evaluation of the internship	0,00
<b>Total hours</b>	<b>0,00</b>

## TEACHING METHODOLOGY

The external practices of the MPEEP are voluntary and compute 6 credits, with an equivalence of 150 hours. They will be carried out in the second semester, in the mornings, and their schedule will be determined between the student and the tutor of the entity. They are carried out with entities that have signed a collaboration agreement with the Universitat de València through the ADEIT Foundation.



At the end of October or beginning of November, the management of the MPEEP will meet with the students to explain the selection process of the internship, resolving all kinds of doubts. However, the main steps to follow in this process are explained below:

During the first semester, the MPEEP management, in collaboration with ADEIT, contacts a list of entities to make the requests for internship places. The number of places varies each year depending on the needs/commitments of the entities contacted. An attempt is made to contact enough entities so that the student has numerous options.

The MPEEP management will also inform students of the academic internship tutors assigned to them for this course.

ADEIT will inform the list of entities that finally offer internships for the MPEEP. The provisional list will be provided before Christmas and, later, in January, the definitive list of places will be informed.

When the information on the places offered is definitive, the students will meet to make the selection-assignment of places (end of January - beginning of February). The person responsible for ADEIT will explain to the students the process of operation of the internship and the relationship between ADEIT and the entities. ADEIT will prepare a presentation with the rules to follow, which will be published in the virtual classroom.

On the day of the selection-assignment of places, students will choose, in the first place, according to their preferences. In the event that several candidates show a preference for the same place, the criterion for the decision will be the drawing of lots.

Only some places are remunerated. In others, only travel expenses may be paid.

At the request of some entities and due to the responsibility of the tasks to be performed to access the position, the student must go through a prior selection process to be determined by the entity (interview or test), and for this purpose it will be required to send resumes.

### ***Self-practicums***

Self-practicums are a modality of internships that the student manages on his/her own by looking for the entity he/she prefers or with which he/she has contact. Self-practicums must be at least 150 hours and can start earlier, i.e. in the first semester. The number of internships to be developed by this modality in each course will be limited.

The usual entities with which to carry out self-practicums are City Councils and also Research



Institutes. Examples: Valencia City Council or other City Councils in the province, ECONCULT, IVIE, FISABIO, Polibienestar Research Institute, Women's Institute, Inter-University Institute of Local Development, etc.

The direction of the MPEEP will inform the students of the possible Research Entities/Institutes with which they could contact in order to apply for a self-practicum.

Due to the profile and contents of this master's degree, self-practicums will not be recognized in entities that do not have any relationship/collaboration with the public sector (public entities, or public-private entities or companies or NGOs that work for public administrations). For example, financial entities or insurance companies would not be valid, but NGOs (if they receive public aid) would be valid.

The self-practicum application form is available on the ADEIT website, but it is also included in the virtual classroom so that students can speed up the process.

In certain years, and in relation to the self-practicums, there is the possibility of applying for grants/scholarships offered by some financial institutions or by the Diputación de Valencia. Students will be informed of this possibility.

At the request of some entities, and due to the responsibility of the tasks to be performed to access the self-practicum, the student must go through a prior selection process to be determined by the entity (interview or test), and for this purpose it will be required to send resumes.

### **Instructions for the development of the External Internship**

Once the student has been selected and assigned a place, he/she will carry out the internship in accordance with the following issues:

1. In a few days each student will receive an Internship Dossier containing:

- Useful information on the development of the internship.

- Yellow instruction sheet.

- Letter of introduction to be given to the tutor of the internship entity.

- Internship Agreement (five copies): the student must collect all the signatures (and stamps) of the persons indicated. Copies will be delivered to: collaborating entity, academic tutor, administrative services of the master's degree and ADEIT.



*- Student evaluation sheet*

2. The entities where the internships are going to be developed will be aware of the students they are going to receive. Before presenting yourself at the entity, you should contact the tutor of the entity to confirm the start of the internship on the indicated day. It is important to sign the internship agreements on the first day.

3. At the beginning of the internship, a signed copy of the internship agreement must be given to each of the persons indicated, especially to the academic tutor, to whom the student must indicate the beginning and end of the internship in order to carry out the corresponding follow-up. The recommended maximum period for all these formalities is 15 days. It is important to complete this step correctly in order to speed up the necessary administrative and insurance procedures, as well as to facilitate the contacts between the academic tutor and the entity's tutor.

If during the first weeks any important problem is detected in the development of the internship, the student must communicate it, as soon as possible, to the academic tutor or to master's program directors or to ADEIT to solve/modify the internship.

Once the internship is finished, immediately, the student must communicate it to the academic tutor to facilitate the task of evaluating the internship and expedite the process of issuing the minutes.

Similarly, when the internship is completed, it is recommended that the student reminds the tutor of the entity of the receipt of the document-form from ADEIT to evaluate the internship.

### **Extracurricular internships/self-practicums**

In addition to the curricular internships/self-practicums (150 hours), students have the option of doing extracurricular internships/self-practicums during the course up to a total of 900 hours. These may only be carried out in entities related to the content of the Master's Degree.

If it is a curricular self-practicum, the student will show the application to the Academic Coordination Committee of the MPEEP -CCA- for its management. If it is an extracurricular internship, the management will be carried out directly by ADEIT, but in both cases an academic tutor and a tutor from the entity must be assigned to monitor the internship.

## **EVALUATION**

The evaluation of external internships is twofold:



- On the one hand, the student must submit an **internship report** to the academic tutor. This report counts for **20% of the final grade** of the internship.
- On the other hand, the **tutor of the entity** will fill in the **evaluation form** that will receive from ADEIT. The evaluation of the tutor of the entity counts for **80% of the final grade** of the internship.

### 1.1. Evaluation by the academic tutor

The evaluation by the academic tutor is done through the elaboration of an internship report and its delivery within the established deadlines. The format is free, but the following basic characteristics must be taken into account:

- Length - it is advised to be around 10 pages.
- Structure - it must include the following sections:

1. Student's data.
2. Identification of the internship entity
3. Description of the activities performed
4. Personal evaluation
5. Suggestions

Deadline - 15 days after the end of the internship.

### 1.2. Evaluation by the entity's tutor

Since the entity's tutor's report represents a major weight in the final grade of the internship, the student is reminded that he/she must work on improving his/her different skills in the following areas of the generic competences:

- Oral and written communication
- Problem solving
- Creativity
- Capacity for critical analysis
- Assuming responsibilities
- Transferring theory to practice
- Social skills



- Adaptation to new and complex contexts
- Understanding of the usefulness and scope of the results of scientific research
- Autonomy to participate in scientific and technological projects
- Ability to manage one's own professional development
- Planning and management of time and resources
- Decision making
- Teamwork
- Mastery of the competence and methodology of work

It is possible to fail the internship if the above mentioned skills are not shown. The skills to be shown are not only professional, but also personal.

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## REFERENCES