

University	Academy of Finances and Business Vistula
Faculty	Architecture
Degree	engineer's
Field of study	Architecture 2023/2024
Speciality	-
Mode of study	Full-time
Degree profile	Practical
<b>PROGRAM OF VOCATIONAL STUDENT INTERNSHIPS</b>	
Legal basis for internships completion	
<ol style="list-style-type: none"> <li>1. The Act of 20 July 2018 - Law on Higher Education (Journal of Laws 2018, item 1668, as amended),</li> <li>2. Ordinance No. Nr 6/08/2023 of the Rector of the Vistula Academy of Finance and Business in Warsaw of 11 August 2023 on the introduction of the Regulations of professional student internships of the Vistula Academy of Finance and Business in Warsaw.</li> <li>3. Study Regulations of the Vistula Academy of Finance and Business in Warsaw.</li> <li>4. Educational program.</li> </ol>	
Type and duration (number of weeks and hours) and year/semester of study	
Duration of internships – 1 semester	
Place of internships (type of institution, department/departments in which internships will take place)	
<ul style="list-style-type: none"> <li>○ <u>Places of vocational internships in the field of Architecture:</u> Architectural offices or studios (tutor should have unlimited qualifications to design in the architectonic specialization),</li> <li>○ <u>Places for construction internships in the field of Architecture:</u> Construction companies, Development companies, Architectural offices or studios (author's supervision on construction site)</li> </ul>	
<u>General objectives of the internship:</u> - gaining by the student the ability to connect design and theoretical knowledge acquired during didactic classes with the practical activity of an architect work, - acquiring a sense of professional responsibility, - general and job training, - gaining experience in the field of work organization, - acquiring the ability to contact the client and understand his requirements, - getting knowledge about architectonic market.	
<u>Goals in the area of knowledge:</u> As part of architectural internships, students should become familiar with the specifics of the architect's work: organization of the enterprise, design-cost documentation, design creation process, programs and apparatus for making working drawings, technical drawings and as-built drawings.	

#### Goals in the area of skills:

The goal of internships in the field of Architecture consists in placing students in a real situation where they could test their skills, i.e. be compelled to carry out a professional task. As part of the internship, students should participate in specific works and subsequent stages of creating an architectural design in cooperation with the design team.

#### Goals in the area of social competences:

Architectural internships are also aimed at achieving a critical and objective attitude towards the student's own work and team work. It should develop students' openness to cooperation, innovation, practice the correct rules of contacting the client and industry and understanding mutual needs.

### The intern's tasks and duties

The basic task of the internship participant is to achieve the intended goals, taking into account the specificity of design work and to achieve learning outcomes in the areas of knowledge, skills and social competences.

Scope of tasks: - work in a design team: learning about the organization of design work in connection with the completion of the design;

- taking part in cooperation with the investor: preparation of the initial concept, visualization, materials, participation in meetings;
- preliminary design work, finished with visualization or 3D model;
- technical design work in the form of technical detailed drawings necessary to carry out construction works;
- implementation work, the so-called author's supervision over the performance of the design, i.e. controlling contractors in terms of compliance of the implementation with the design assumptions;
- cooperation with companies and specialists in the construction industry, necessary during the design implementation;
- learning the responsibilities and competences of the interior architect, landscape designer, urban planner, etc. during the design implementation.

### Basis and conditions for completing internships

The basis and conditions for obtaining a credit for internships are defined in §8 of Terms and Conditions of Completing Vocational Student Internships

Internships are credited on condition of:

- submitting a contract for internships organization,
- performing the tasks provided for in the internships program,
- submitting a documents confirming the completion of internships:  
([www.vistula.edu.pl/en/students/career-office/occupational-practice-rules/vistula-university/architecture](http://www.vistula.edu.pl/en/students/career-office/occupational-practice-rules/vistula-university/architecture))

- obtaining a positive decision of the Faculty Supervisor of Vocational Student Internships on completing the internships.

### Regulations regarding exemption from internships, failure to complete, and withdrawal from internships

1. Terms and Conditions of Completing Vocational Student Internships of Vistula University in Warsaw - §8 Conditions for obtaining credit for internships,





