



Internship request form

Thank you for offering an internship position at your company! Students at Hanken are able to do an internship period either during their bachelor- or master studies. In both studies the internship period should last at least 12 weeks/ 40 hours per week in order for the student to receive 8 ECTS for the internship period. All applications will be sent to Ekonomforum and then forwarded to you. When you have chosen your intern a internship agreement will be made between your company and Hanken. For more information please contact us at ekonomforum@hanken.fi.

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| <p>Student Information</p> | <p>Preferred studies: <input type="checkbox"/> Finance Years of study: <input type="checkbox"/> 1-2 years <input type="checkbox"/> Entrepreneurship, Management and Organisation <input type="checkbox"/> 3-4 years <input type="checkbox"/> Management and Organisation <input type="checkbox"/> 4 or more <input type="checkbox"/> Accounting <input type="checkbox"/> Marketing <input type="checkbox"/> Information System Science <input type="checkbox"/> Economics <input type="checkbox"/> Statistics <input type="checkbox"/> Commercial Law <input type="checkbox"/> Supply chain management and corporate geography <input type="checkbox"/> Political Science</p> |
| <p>Internship Information</p> | <p>Company name: <input type="text"/></p> <p>Address: <input type="text"/></p> <p>Contact person´s name: <input type="text"/> Position: <input type="text"/></p> <p>Supervisor´s name: <input type="text"/> Position: <input type="text"/></p> <p>E-mail: <input type="text"/> Telephone: <input type="text"/></p> <p>Duration (dd/mm/yyyy-dd/mm/yyyy): <input type="text"/> Daily working hours: <input type="text"/></p> <p>Required language skills: <input type="text"/> Number of trainees/year: <input type="text"/></p> <p>Application should be sent to: <input type="text"/> Application deadline: <input type="text"/></p> <p>Working tasks: <input style="height: 50px;" type="text"/></p> <p>Required skills: <input style="height: 50px;" type="text"/></p> |
| <p>Salary</p> | <p>Terms of employment: <input style="width: 200px; height: 40px;" type="text"/> Salary: <input style="width: 100px; height: 20px;" type="text"/></p> <p>The trainee shall be subject to the laws and customs of the labour market in the receiving country. When a student and a placement has been accepted by Hanken School of Economics, the employer will receive an internship agreement to fill in. Minimum salary is 1000€/month of which Hanken subsidises 2/3 (max 2000€/internship).</p> |
| <p>Signatures and date:</p> | <p>_____ / _____ / _____ 20__</p> <p>Employer's signature Place and date</p> |