My checklist for an internship abroad

You should clarify this in advance	
☐	Agreement on the exact programme content and duration of the internship with the company/organisation
☐	Clarify and obtain certification that the internship is recognised by the faculty as a recommended or required internship (necessary when applying for funding)
☐	take language tests if required by the company/ organisation
☐	Conclude a detailed internship agreement
☐	Clarify insurance cover abroad

This must be applied for in advance	
☐	Visa
☐	Foreing student loan (Auslands-BAföG)
☐	scholarships
☐	Leave of absence
☐	Passport and international student ID

Before it starts	
☐	Search for accommodation
☐	Planning your journey

Hay everything been clarified and applied for? Then..	
☐	Carry out and enjoy your internship abroad

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