MASTER'S DEGREE IN
WILDLIFE MANAGEMENT, CONSERVATION AND CONTROL
(LM-86)

Guidelines for Traineeship

The Traineeship corresponds to 12 CFUs (300 hours) and can be entirely conducted at a single Institution or split into different parts conducted at different Institutions (max. 2 for instance 4 CFUs at Institution A and 8 CFUs at Institution B).
The Traineeship can be conducted at the University of Sassari (internal Traineeship) or at a partner public or private Institution (external Traineeship), in Italy or abroad. International Traineeships can be eligible to financial support by an international mobility programme (Erasmus+ SMT/Ulisse). Open calls, deadlines and required documentation can be found on the University website. It is important to notice that, in case the student decides to perform the Traineeship abroad, this activity cannot be split and must last for a minimum of 2 months (corresponding to the total of 12 CFU).
For external Traineeships that are not realized within a mobility programme (Erasmus+ SMT/Ulisse), the student must express their interest in writing to the Teaching Manager and (in cc) to the Course coordinator, indicating the institution where they would like to train. The teaching manager will check if an agreement between the Department and the hosting institution already exists or must be signed. For external Traineeships, it is mandatory to have a formal agreement between the Department and the hosting institution, together with a learning agreement (student-UNISS-hosting institution) on the programme of the traineeship. Templates of these documents are available at this link.

Step-by-step procedure for undertaking the MSc Traineeship

1. The student identifies and agrees with a Professor (Supervisor) of the course and the Reference Person at the external Institution (in case of external Traineeship) to perform the activities under their supervision;
2. The student sends the Traineeship request available online (link) to the Teaching Manager (rfadda@uniss.it) and to all the internship/traineeship committee members (listed at this link) specifying: period and location of the Traineeship, number of CFUs, the contact of the Professor (Supervisor) and, where applicable, the Reference Person at the external Institution, along with a brief description of the activities to be carried out. The request must be signed by the student and countersigned by the supervisor;
3. The Traineeship request is approved by the Study Board;
4. Once completed the Traineeship, the student must produce a brief report on the activities carried out.
   4.a If the traineeship was realized within a mobility program, the report corresponds to the one requested by the mobility call (After Mobility) to have the final instalment of the scholarship. In this case the CFUs corresponding to the traineeship will be calculated and registered by the Erasmus staff.
   4.b If the traineeship was realized outside a mobility program, a report must be produced using the template available at this link, signed by the student and countersigned by the Supervisor. The report must be sent to the Teaching Manager (rfadda@uniss.it) and to all the internship/traineeship committee members (listed at this link). In the case of external traineeship, the student is additionally requested to ask their Reference Person at the hosting Institution to fill in the online questionnaire (available at this link: *training feedback*), as feedback on their traineeship.

5. Once completed tasks 1 to 4.b, the student who has concluded an internal or external (but not with Erasmus/Ulisse) should register for the “Traineeship” session on the Selfstudenti platform to have this activity recorded in the study career. No exam or formal assessment is necessary.