

Practical placement (internship) for University of Tartu master students

Below are the main parameters/questions regarding the internships.

Parameter/question	Value/answer
Study programme	Master-level programmes: Excellence in Analytical Chemistry (each.ut.ee) and Applied Measurement Science (ams.ut.ee).
Field of studies of students	First of all, analytical chemistry, also measurement science (both physical and chemical) and quality assurance.
Timing of internship	Usually Jun-Aug between the 1 st and 2 nd year of their master studies.
Possible duration of internship	Any duration between 3 and 10 weeks, depending on suitability for your organization.
Preliminary knowledge that students have	The students have basic knowledge in analytical chemistry, measurement science and quality assurance including some hands-on experience. The students might have limited skills but are usually very motivated. The students speak English (and some of them Russian). As a rule, the students do not speak Estonian.
Type of work during internship	You have a lot of freedom in assigning tasks to students, except that the work should at least in some way be related to analytical chemistry, instruments, measurements, metrology or quality assurance, so that students learn something useful in these areas. Possible examples: carrying out (either independently or as a helper) chemical analysis, sample preparation, sampling; help in setting up or validating measurement/analysis methods; help in building devices/systems; information search related to measurements/metrology; work with QA documents, etc. Purely technical tasks, such as washing labware, secretarial work, etc is not suitable.
What are the responsibilities of the internship provider?	The responsibilities that your law or the internal rules of your organization stipulate, organizing workplace safety (i.e. instruction and safety equipment), appropriate supervision of the work, reasonable amount of help with local logistics, if the student needs (help finding accommodation, instructions how to reach your organization, etc). The students are mostly international students studying in Estonia, meaning that traveling and being away from their homeland is not unusual for them.
Funding	The students will come with their own funding (both for travel and accommodation), so, we do not expect financial support from you and you do not need to pay them for the internship (but you can of course, if you wish).
What outcome must the internship produce?	(1) Any outcome that is required/wished by your organization and (2) a presentation summarizing the internship that the student has to make when back at university. The internship does not need to be (but can be) a project with well-defined goals. It can well be e.g. substituting a laboratory analyst during vacations.

<p>If interested to have a student for internship, what to do next?</p>	<p>Please contact Ivo Leito (ivo.leito@ut.ee) with some key information about your organization (organization name and type, field(s) of activities, contact person, type of work, possible timing and duration of the internship). The information will be forwarded to students and they can contact you. However, the students have freedom to choose from a number of internship providers, so we cannot guarantee that they will choose your company.</p>
<p>When and how should the internship be agreed upon?</p>	<p>The internship should preferably be agreed upon during March-April of the same year, directly with the student.</p>
<p>Primary contact person at University of Tartu</p>	<p>Ivo Leito, University of Tartu, Institute of Chemistry, Ravila 14a, Tartu 50411, ESTONIA, +372-5 184 176, ivo.leito@ut.ee, Skype: leitoivo</p>