

TEACHING GUIDE INTERNSHIP PLACEMENT

GRADO EN RELACIONES INTERNACIONALES (INGLÉS)

ACADEMIC YEAR 2026-27

Publication date: 15-06-2026



I.-Subject Identification

Type	OBLIGATORIA
Teaching period	4 course, annual
Nº of credits	24
Language in wich the subject is taught	English

II.-Presentation

The regulation of external academic internships at Rey Juan Carlos University constitutes a primary legal obligation, correlative to the right of students to pursue and develop their internships, in accordance with Article 24 of Royal Decree 1791/2010, of December 30, under the conditions established by the University, and Article 141 a) of the University's Statutes, regarding students' right to receive comprehensive training and quality teaching, both theoretical and practical.

Through external internships, students at Rey Juan Carlos University begin to practice professional activities primarily related to their training, thereby preparing themselves for their entry into the labor market, as their primary objective.

The objective of the course is to provide the academic training necessary to prepare students for the exercise of professional activities and thus facilitate their entry into the labor market.

SEE REGULATIONS:

External internships (applicable starting in the 2022/23 academic year)

https://www.urjc.es/images/Empresa/practicas_externas/Practicas_Externas.pdf

III.-Learning outcomes

CG02. Students must be able to apply acquired knowledge to professional work and posses the skills that can be demonstrated by means of reasoning and defence, as well as problem-solving.

CG04. Students must be able to transmit information, ideas, problems and solutions to others, be they specialised or not.

CG05. Students must be able to work in groups, transmitting, sharing and processing information.

CE08. Students must acquire the necessary skills to study and independently analyse the protagonists, relations and institutional framework of the International Society, as well as obtain the necessary resources for such an analysis.

- Key for degrees not adapted to RD 822/21: **CB** - basic competences, **CG** - generic competences, **CE** - specific competences, **CT** - transversal competences.
- Key for degrees adapted to RD 822/21: **CON** - knowledge, **COM** - competences, **HAB** - skills.



IV.-Contents

IV.A.-Syllabus

The internship module for all undergraduate programs at the Rey Juan Carlos University, with the specific features that may be established for each degree, will have the following educational objectives, consistent with the competencies to be developed in graduates:

- To enable students to practically apply the knowledge acquired in their academic training, preparing them for professional activities and facilitating their entry into the labor market.
- To contribute to the comprehensive training of students, complementing their theoretical and practical teachings.
- To facilitate knowledge of the work methodology appropriate to the professional environment in which students will operate as graduates, comparing and applying the knowledge acquired.
- To prepare students for teamwork.
- To foster the development of students' decision-making skills and critical thinking.

To complete an internship, students must have completed at least 50% of the credits required for the degree they are pursuing and must be registered for the academic year in which the internship is being completed.

Internship periods will be included in the academic year in which the student is enrolled. That is, an internship period will be limited to a single academic year (September 1–August 31). If an internship is scheduled to take place during a period that partially covers two academic years, only the portion corresponding to the second academic year will be authorized once the student has formally enrolled at the university for that academic year.

Curricular external internships must have the minimum duration established in the corresponding curriculum, according to the following criteria:

- Students who began their studies in the 2015-2016 academic years and earlier – 300 hours
- New students in the 2016-2017 academic year and following – 500 hours

In order to ensure the proper development of the student's academic activities, the duration of the internship may not exceed 50% of the academic year. Therefore, students may complete a total of 900 hours of internships per academic year (including curricular and extracurricular internships). This number of hours is also the maximum allowed in a single institution.

SEE REGULATIONS:

External Internships (applicable starting in the 2022/23 academic year)

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IV.B.-Training activities

Type	Title
Búsqueda de empresa, realización de entrevistas	Tutoring assistance with an external tutor
Búsqueda de empresa, realización de entrevistas	Completion of external internship report
Búsqueda de empresa, realización de entrevistas	Carrying out external internships



V.-Student workload	
Theoretical sessions	40
Resolution of exercises, problems, case studies, etc.	100
Practical sessions in experimental, technological and clinical laboratories, fieldwork, etc.	90
Tests and/or exams	10
Academic tutorials	40
Related activities: conferences, seminars, etc.	32
Preparation of theoretical sessions and self-study	50
Preparation of practical tasks, exercises, case studies, projects, etc.	350
Preparation for tests and/or exams	8
Total student workload	720

VI.-Methodology and academic programme		
Type	Period	Content
Practical sessions	Week 1 to Week 35	Internship in a company
Academic tutorials	Week 1 to Week 35	Attendance at tutorials with the tutor
Theoretical sessions	Week 1 to Week 35	Preparation of the monitoring report
Theoretical sessions	Week 30 to Week 35	Completion of the internship report



VII.-Assessment methods

The general assessment method is continuous as established in the *Regulation for the Assessment of Learning Outcomes* of Rey Juan Carlos University.

All the assessment systems established in the degree report must be employed, except for those that have a minimum weight of 0%, which can be used by professors in the academic years they consider relevant. Each assessment system may be applied through one or more assessment activities, consistent with the system. No assessment activity can exceed individually 60% of the overall grade for the subject.

The sum of non re-evaluable activities cannot exceed 40% of the overall grade for the subject and, in general, should not have an established minimum grade (except for practical activities in which, strictly speaking, the conditions of the ordinary call cannot be reproduced in the extraordinary call).

Those students who do not manage to pass the subject in the ordinary call, or do not attend this first call, may attend the extraordinary call only for failed re-evaluable assessment activities.

The distribution and characteristics of the assessment activities are described below.

VII.A.-Description and weight of the assessment activities

The evaluation will be carried out after the necessary supporting documents have been submitted at the end of the internship.

VII.B. Assessment of students with academic exemption from class attendance

Having Academic Exemption from Class Attendance (DAAC) does not imply that students are automatically exempt from participating in the continuous assessment activities or in the training activities of compulsory attendance as established in the teaching guide. Once the exemption has been granted, students must contact the subject's teaching staff, who will propose the adaptations he/she may consider relevant, as long as they guarantee the acquisition and adequate assessment of the learning goals established. Students must maintain adequate communication with the teaching staff so that they may provide information on the dates for training and assessment activities, if these are not established in the programme and available for students at the time of achieving the exemption.

Subject with possibility of academic exemption: Yes.

VII.C. Review of assessment activities

In accordance with the Regulation for the Assessment of Learning Outcomes of Rey Juan Carlos University.

VII.D.-Students with a disability or special educational needs

In order to guarantee equal opportunities, non-discrimination, universal accessibility and academic success, students with disabilities or especial education needs may request curricular adaptations to follow their studies. These adaptations will be provided by the Unit of Attention to People with Disabilities of Rey Juan Carlos University, in accordance with the regulation which regulates the service for the Attention of People with Disabilities at the University. This Unit will issue a report for curricular adaptations, so that students with disabilities or special education needs must contact the service (at e-mail discapacidad.programa@urjc.es) in order to provide relevant information for different educational alternatives.

VII.E.-Academic behaviour, academic integrity and honesty

Rey Juan Carlos University is fully committed to the highest standards of academic integrity and honesty, so studying at the URJC means assuming and subscribing to the values of integrity and academic honesty set out in the University's Ethical Code. To support this process, the University has Rey Juan Carlos University's Academic Conduct Regulation as well as different tools (anti-plagiarism, supervision...) that offer a collective guarantee for the full development of these essential values.



VIII.-Teaching resources and materials

Basic bibliography

Academic and company tutors will provide the student with specific bibliography appropriate to the tasks they will perform during their internship, if necessary.

Consultation bibliography

IX.-Professors

