

# Approval for Internship

## International Business (IB)

Name of Student & Neptun code:	
Number of completed semesters and credits:	
Name of the employing company (the same as it appears in the contractual agreement):	
Address and central phone number of the employing company:	
Venue of the internship: (Department, division, etc.):	
Mentor's/ supervisor's name, title, phone number and email address:	
First and last day of the internship:	From: To:

Describe the activity of the employing company.

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Name of the position and detailed scope of activities during the internship.

(Please make sure to specify how *international business* appears in your position.)

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I hereby declare that I have read and am fully aware of the contents of the Internship Guidance and the Study and Exam Regulations regarding the internship and I have successfully completed 4 academic semesters.	
Date:	Signature of the Student
Date:	Signature of the Programme Director (approval email from him is equivalent with his signature)

Remark: Please fill in this form, sign it and scan it. Name it as NAME\_NEPTUN-CODE\_Approval for Internship, e.g. LOPEZ\_JENNIFER\_NCV1K\_Approval for Internship and send it to László Kacsirek (laszlo.kacsirek@uni-corvinus.hu AND krisztina.deak@uni-corvinus.hu) for approval. After you have received Professor Kacsirek's approval, please print it and submit it together with cooperation agreement (and attachments) in two copies to the Internship Office (bce.szakmaigyakorlat@uni-corvinus.hu, room E. 1.175, Main Building) at least 15 days in advance of the actual start of the internship if it will take place in Hungary, and at least 30 days in advance for internships to be achieved abroad. Please submit a copy of this form to your programme coordinator (krisztina.deak@uni-corvinus.hu, room E. 3.385, Main Building).