



Hermann-Hesse-Kolleg

für Sprache und kulturelle Zusammenarbeit

What means "internship in a German company"?

Introduction

If you are studying particular subjects (hotel management, cooking or service, tourism, business, technical engineering or others) you should gather working experience to apply and improve your skills. If you decide to learn more about your subject behind your borders in the frame of international business contacts you can enhance your working experience by comparing your skills to those in another working environment and culture, applying and improving your language skills. Furthermore you obtain a professional certificate increasing the value of your applications which is very helpful getting a good job in the future.

Prerequisites:

- You book minimum 8 weeks *General German* intensive language course, learning in our multinational classes.
- Your starting German language level is minimum B 1.
- Be aware, this is not a course German for professional purposes (Deutsch für den Beruf).
- You are a matriculated student. Your internship has to be finished **before** the end of the matriculation period.

Requirements

First of all you enroll minimum two months before starting date of your German language course and you send documents in German or English language as followed:

- 2 passport photos
- curriculum vitae (one page, short form)
- overview of subject marks (translated in German or English language, certified, code key)
- working certificates (if available)
- internship certificates (if available)
- signed and stamped matriculation of your school or university (see above, prerequisites), downloadable
- our filled questionnaire (to make the arrangement easier, downloadable)
- if it is a compulsory internship: please add a confirmation about this)
- signed declaration of consent, downloadable

Proceeding your internship arrangement we guarantee for:

- An interview in an appropriate company.
- We pay the ticket to go there. If this interview fails (because of qualification or personal reasons), we provide:
 - a second interview, you have to pay the ticket to go there.
- If the internship can not start directly after the end of the language course you can attend to our German lessons for free bridging the time, and we pay the first week of the accommodation. If it occurs that the break is longer than one week you have to continue paying your accommodation. We try to let you stay in your current accommodation, without guarantee.
- The amount of the payment depends on the company's rules. We cannot influence their policy.
- 4 lessons preparatory course (how to pass an interview) are included.

Fees:

The arrangement of an interview for an internship is 450 EUR, including the mentioned preparatory course.