

Course Title	Internship				
Course Code	AVM431				
Course Type	Major Elective				
Level	Bachelor (1 st cycle)				
Year / Semester	4 th Year / 1 st semester				
Instructor's name	TBA				
ECTS	6	Lectures / week	None	Laboratories / week	None
Course Purpose and Objectives	<p>The purpose of the internship course is to provide the student with the opportunity to gain work experience by placing them in an organization whose operations relate to their field of study. The course aims in giving the student the opportunity to see in practice how such an organization works, to apply the knowledge gathered from their studies in a real work environment and to gain professional experiences that will increase their chances for employment as well as enable them to better adapt to their work environment when employed.</p>				
Learning Outcomes	<p>Upon successful completion of this course students should be able to:</p> <ul style="list-style-type: none"> • Apply the knowledge gathered from their studies in a real work environment • Demonstrate professional behaviour to the degree expected by the nature of the organization they work for • Apply knowledge and experience in order to achieve appropriate performance in carrying out the operations relating to their post in the organization • Apply all related knowledge and techniques to achieve the maximum degree of safety in their work environment • Demonstrate personal and professional abilities and characteristics that will assist the organization they work for to successfully achieve its operational and competitive goals 				
Prerequisites	AVM250 or AVM251 or AVM115	Co-requisites	None		
Course Content	<p>The course is based on gaining experience from the practical work that will take place in a real and operational aviation related organization which must be approved by the program coordinator. Such organizations and respective position may include:</p> <ul style="list-style-type: none"> • Airlines <ul style="list-style-type: none"> ○ Commercial operations 				

- Ground operations
- Flight operations
- Ticketing
- Marketing
- Accounting
- Information Systems
- Human resources
- Airports
 - Landside operations
 - Passenger handling
 - Commercial services monitoring
 - Airline operations
 - Security
 - Human Resources
 - Accounting
 - Airside operations
 - As desired and approved by the airport director
- Air Traffic Control Towers / Centres
 - ATC management
 - Personnel scheduling
 - Controller assistance
 - Communications (Eurocontrol, weather services, airports etc.)
- Civil Aviation Departments
 - Certifications
 - Compliance monitoring
 - Licensing
- Flight Training Organizations
 - Scheduling
 - Flight Training
 - Ground Training
- Other aviation related organizations
 - Airline handling
 - Transportation and Cargo
 - Logistics

The student will be under direct supervision by an allocated professional who will be responsible for defining the tasks to be undertaken by the student, the provision of appropriate instructions or training where necessary and the evaluation of the students' on the job performance. The student must be visited on the job, by the course instructor at least once during their internship period. During the visit, the instructor will audit the students' work and will get oral feedback from their co-workers and supervisor.

	<p>The internship will last for one semester during which the student will complete a minimum of 240 hours on the job (e.g. 12 weeks for 20 hours a week). The work schedule of the student will be arranged by the student and their supervisor taking into consideration any other commitments the student may have relating to their studies (i.e. attendance of classes).</p> <p>A set of documents should be completed before, during and at the end of the internship program. These documents will include:</p> <ul style="list-style-type: none"> • An agreement between the student and the supervisor / organization defining the post where the student will be allocated and their work schedule and duration. • A logbook, completed by the students and summarizing the tasks undertaken by the student on a daily / weekly basis and signed by the supervisor. • An evaluation sheet completed and signed by the supervisor at the end of the internship period, assessing the on the job performance of the student. • A report, written by the student that will summarise their experiences from their internship and draw conclusions on their own performance and knowledge and experience they have gained through this course. <p>Students who manage to be employed in an aviation related organization (for pilots this could include line training) may use their actual work hours towards the completion of the internship course. The internship procedures and the related documents will need to be completed normally, as described above.</p>						
Teaching Methodology	Work placement						
Assessment	<table border="1"> <tr> <td data-bbox="472 1318 1008 1472">Performance on the job (assessed by the job supervisor and students' logbooks)</td> <td data-bbox="1008 1318 1211 1472">70%</td> </tr> <tr> <td data-bbox="472 1472 1008 1581">Assignment / Report</td> <td data-bbox="1008 1472 1211 1581">30%</td> </tr> <tr> <td data-bbox="472 1581 1211 1581"></td> <td data-bbox="1008 1581 1211 1581">100%</td> </tr> </table>	Performance on the job (assessed by the job supervisor and students' logbooks)	70%	Assignment / Report	30%		100%
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Language	English						