



POLITECHNIKA LUBELSKA

WYDZIAŁ ZARZĄDZANIA



Internship Completion Certificate

This is to certify that

TETIANA RIABOVOLYK

has successfully completed, according to the enclosed program,
the internship at the Faculty of Management, Lublin University of Technology.

The internship lasted from March 31, 2019 through April 30, 2019.

The scope of the internship (150 hours/ 5 ECTS): *Internationalization of tertiary education.
Organization of the educational process, innovative teaching methods
employed in Polish educational institutions.*

Lublin, April 30, 2019.

Professor Stanisław Skowron
Ph.D., D.Sc. (Eng.)
[Signature]
Dean, Faculty of Management

Magdalena Maciaszczyk, Ph.D.
[Signature]
Internship Supervisor
Deputy Dean for Student Affairs
Faculty of Management



ENCLOSURE

to **Certificate of Internship Completion**

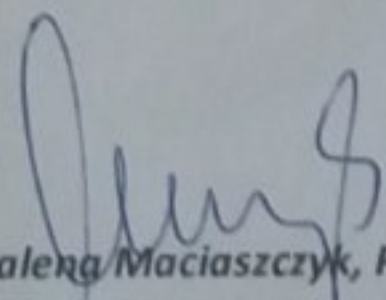
Scope of the internship: *Internationalization of tertiary education.
Organization of the educational process, innovative teaching methods
employed in Polish educational institutions.*

Internship place and duration: Faculty of Management, Lublin University of Technology,
March 31, 2019 through April 30, 2019.

Internship program:

	Topic	Number of hours
1.	The history of Polish education systems. Tertiary education admission criteria. The system tertiary education in Poland, including the Polish Qualifications Framework and credit points. Titles awarded to university graduates, degrees and academic titles in Poland.	20
2.	University tour, including virtual campus tour, getting acquainted with scientific and didactic activity of the Lublin University of Technology (LUT) and the Faculty of Management.	20
3.	Didactic process at the LUT's Faculty of Management, including: – the rules for creating new fields of study (majors), including internationalization of education, and relevant documentation; – the process upgrading teaching content of particular study fields/majors; – keeping the course of study documentation; – development of class schedules; – organization of an academic year, including examinations sessions; – dissertations and graduation rules and principles; – Dean's Office, its functioning and tasks, including duties performed by the Dean's Office Staff.	60
4.	The principles for selecting the teaching methods and techniques adequate to relevant forms and teaching content. Delivering classes for the students enrolled at the following majors of the first-cycle degree programs: – finance and accounting, – logistics engineering, – marketing and market communication, and – management. Delivering classes for the students enrolled at the second-cycle degree program, field of study: management.	30
5.	Individual work.	20
Total:		150 hrs. / 5 ECTS

Lublin, April 30, 2019.


Magdalena Maciaszczyk, Ph. D.
Internship Supervisor
Deputy Dean for Student Affairs
Faculty of Management

