MASTER'S DEGREE COURSE IN STRATEGIC COMMUNICATION

PROCEDURES FOR ASSIGNING AND ASSESSING THE INTERNSHIP OR FIELD PROJECT

Considering the current Academic Regulations of the University, the Faculty Board in the meeting held on 14th September, 2026 deliberates the following procedures for assigning and assessing the Internship and Field Project:

In order to complete their studies, students on the Master's degree course must have acquired 6 CFU credits by carrying out an **Internship** (work experience at a company or institution outside the university), or a **Field Project** (a training project carried out by students in groups based on a business brief).
The Internship and Field Project provide the equivalent of 6 CFU credits and have a minimum duration of 3 months full time or 6 months part time.
Students will normally carry out the activity during the second semester of the second year of their Master's degree. However, the coordinator of the degree course may authorise the activity to be carried out in the first year of the course after the end of the lessons in the second semester. The activity cannot, however, coincide with the regular course sessions. Approval of the Internship is the responsibility of the academic advisor for the Master's degree course, Prof. Grazia Murtarelli, and is carried out online.

INTERNSHIP

Together with the University's Career Service and Business Relations Office and their academic advisor for the Master's degree course internship/field project, students agree upon the assignment of an internship consistent with their degree course to be carried out at a company already affiliated or willing to enter into an agreement with the Career Service and Business Relations Office.

The duration of the internship, agreed upon with the employer, must be respected by the student. If the internship agreed upon with the company has a longer duration than that required to obtain the required CFU credits, the Career Service and Business Relations Office, at the time of submitting the degree application and upon the student's request, will provide a certificate of partial completion of the internship for the purpose of recognising the CFU credits in the student's records.

At the end of the internship, at the same time as submitting the degree application as established for each session, students must send to segreteria.studenti@iulm.it a copy of the certificate of completion of the internship (or certificate of partial completion of the internship) issued by the Career Service and Business Relations Office for the purpose of registering the CFU credits in the student's records.

Early interruption of an internship, in the absence of serious and justified reasons, will result in the non-recognition of the related CFU credits.

FIELD PROJECT

Students shall agree upon a training experience with the academic advisor for the Master's degree course (Prof. Grazia Murtarelli). The objectives, specific contents and working times for the Field Project must also be agreed upon with the representative of the institution, research centre or laboratory where the project is to be carried out.

Once the compulsory period for the field project has been completed in order to acquire the CFU credits, and within the time scales established for submitting the degree application, students must submit *a brief report on the activity carried out (maximum 3,000 characters)* to the academic advisor. If the documentation submitted meets requirements, the coordinator of the degree course will express approval, thereby allowing the acquisition of the corresponding number of CFU credits.

OTHER EMPLOYMENT FOR WORKING STUDENTS

Students already in employment (project contract, open-ended contract, other) carrying out work that is consistent with their Master's degree course, may request that this employment be considered equivalent to the curricular internship for the purposes of acquiring the related CFU credits.

Within the month following the registration of the title of the thesis, students must present to the coordinator of the degree course the request that this employment be considered equivalent to the internship, attaching the *Annex – approval of other employment* and a copy of the documentation certifying the nature of the employment and the tasks involved. Having assessed the congruity of the work experience with the content of the Master's degree course, the coordinator of the degree course will express their approval.

The Degree Programme evaluates the equivalence of past or current work experience in relation to internship or field project activities on the basis of the following criteria:

- consistency of the activity carried out with the educational objectives of the degree programme;
- compatibility with the career opportunities indicated in the SUA-CdS document;
- length of the experience, level of responsibility, and degree of independence in the tasks performed;
- adequate formal documentary evidence issued by the host institution or company, as well as a detailed report by the applicant.

The Degree Programme Coordinator evaluates the request.

At the same time as submitting the degree application as established for each session, students must send the mentioned annex signed by the coordinator of the degree course and all the related documentation to segreteria.studenti@iulm.it.

Milan, 14 September 2026

The Dean
Prof. Luca Barbarito

ANNEX – *ACQUISITION OF FIELD PROJECT*

To be submitted to the Coordinator of the degree course

THE UNDERSIGNED PROF.
……

SUPERVISOR OF THE WORKSHOP…….....

……,

CERTIFIES THAT THE STUDENT:

SURNAME AND NAME
……

STUDENT ID NUMBER.…….

PARTICIPATED REGULARLY IN THE ABOVE WORKSHOP FOR A PERIOD OF

……

Signature of supervisor: _____

DATE _____

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ANNEX – *APPROVAL OF FIELD PROJECT*

To be submitted together with the degree application

SURNAME AND NAME……..……

STUDENT ID NUMBER…….

FOR THE PURPOSES OF THE RECOGNITION OF THE RELATED EDUCATIONAL CREDITS, HAVING EVALUATED THE WORKSHOP ACTIVITY CARRIED OUT BY THE STUDENT, THE COORDINATOR OF THE MASTER'S DEGREE COURSE:

☐ APPROVES

☐ DOES NOT APPROVE

Signature of Field Project Supervisor: _____

DATE _____

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ANNEX – *APPROVAL OF OTHER EMPLOYMENT*

To be submitted together with the degree application

COGNOME E NOME ……

MATRICOLA……..

FOR THE PURPOSES OF THE RECOGNITION OF THE RELATED EDUCATIONAL CREDITS, HAVING EVALUATED THE EQUIVALENCE OF THE WORK EXPERIENCE CARRIED OUT BY THE STUDENT WITH AN INTERNSHIP, THE COORDINATOR OF THE MASTER'S DEGREE COURSE:

☐ APPROVES

☐ DOES NOT APPROVE

Signature of the Coordinator of the Master's degree course: _____

DATE _____