Ministry of Education and Science of Ukraine
V.N. Karazin Kharkiv National University

Department of International and European Law

**"APPROVED"** by
Dean of the School of Law

Vitalii SEROHIN

"31" August 2026

Course program

# EDUCATIONAL PRACTICE

| | |
|---|---|
| Level of academic degree: | **first (bachelor's degree level)** |
| Subject area: | **29 International Relations** |
| Special field: | **293 International Law** |
| Program of study: | **International Law** |
| Type of discipline: | **Compulsory** |
| Faculty: | **School of Law** |

2026/2027 academic year

The program is recommended for approval by the Academic Council of School of Law

"31" August 2026, Protocol №1

DEVELOPER: Titov I. B., associate professor at the department of International and European Law of V.N. Karazin Kharkiv National University, PhD in Law, Assosiate professor.

The program was approved at the meeting of the department of International and European Law

Protocol of "28" August 2026, №1

Head of the department of
International and European Law Tetiana SYROID

The program was agreed with the guarantor of the educational and professional program of the first (bachelor) level of higher education in the specialty 293 International Law

Guarantor of the educational and professional program of the
first (bachelor) level of higher education "International Law"
PhD in Law, associate professor Ievgen TITOV

The program is approved by the Scientific and Methodological Committee of School of Law

Protocol of "31" August 2026, №1

Head of the Scientific and Methodological Committee Hanna ZUBENKO

## INTRODUCTION

The program of the educational component "Educational Practice" is developed in accordance with the educational and professional program "International Law" of the first (bachelor's) level of higher education in the specialty 293 International Law.

## 1. Description of the educational component

### *1.1. Purpose of the educational practice*

The purpose of the educational practice is to familiarize students with the specifics of practical activities in the field of their future specialty; to provide students with primary professional skills and abilities related to the application of knowledge obtained during the study of disciplines provided for in the curriculum ; to form in students primary skills in using basic legal terminology and concepts of law and international law; to form in students the ability to understand the content of relations that arise between individual categories of subjects of law, including international law.

### *1.2. Main tasks of conducting educational practice*

The main objectives of conducting educational practice are: knowledge and understanding of the subject area, profession; understanding of basic concepts, basic categories, legal concepts; ability to communicate in the first (native) language, ability to correctly, logically and clearly construct one's oral and written speech; ability to identify, formulate and solve problems, analyze socially significant processes and make well-founded decisions; ability to find, process and analyze information from various sources; ability to use information and communication technologies; ability to act on the basis of developed legal awareness, legal thinking and legal culture; ability to carry out professional activities in full accordance with the sources of law; ability to implement the norms of substantive and procedural law in professional activities, correctly apply regulatory legal acts; ability to legally correctly qualify facts and circumstances ; proficiency in legal terminology and legal techniques, ability to correctly reproduce the results of professional activities in legal and other documentation.

### *1.3. Number of credits – 5*

### *1.3.Total number of hours – 150*

### *1.4.*

| *1.5. Characteristics of the educational component* | |
|---|---|
| Required | |
| Full-time study | Correspondence (distance) form of study |
| Year of preparation | |
| 3rd | 3rd |
| Semester | |
| 6th | 6th |
| Lectures | |
| - | - |
| Practical, seminar classes | |
| - | - |
| Laboratory classes | |
| - | - |
| Independent work | |
| 150 hours. | 150 hours. |
| Including individual tasks (practicum report) | |
| 1 | |

***1.6. List of competencies that are formed by educational practice:***

General competencies (GC): GC 3. Ability to communicate in the state language both orally and in writing; GC 4. Ability to communicate in a foreign language; GC 5. Ability to search, process and analyze information from various sources; GC 6. Knowledge and understanding of the subject area and understanding of professional activity; GC 8. Ability to work in a team; GC 11. Ability to make decisions and act, adhering to the principle of inadmissibility of corruption and any other manifestations of dishonesty .

Special (professional) competencies: SK 6. Ability to provide legal support for legal relations with a foreign element, foreign economic activity and international economic cooperation; SK 11 Ability to continue professional training with a significant degree of autonomy.

***1.7. List of learning outcomes that are formed by industrial practice:***

According to the requirements of the educational and professional program https://law.karazin.ua/resources/doks2021/inform_pak/2024-2025/OPP_293_bak_2024_ compressed.pdf, applicants must achieve the following learning outcomes (LO): LO 7. Use the practice of the European Court of Human Rights, other international judicial and arbitration bodies, international organizations and other treaty bodies, theoretical knowledge of international law and national law to substantiate and defend one's own position, protect the interests of the client and for other professional purposes. LO 8. Prepare drafts of an international treaty and related documentation (ratification law, explanatory notes, etc.) in Ukrainian and foreign languages, prepare procedural documents, texts of draft laws, explanatory notes, comparative tables, other accompanying documentation for draft laws, conduct diplomatic and business correspondence; LO 10. Communicate freely on professional issues in the state and foreign language(s) orally and in writing, use legal terminology professionally. LO 13. Make joint decisions, work in a team, demonstrate leadership qualities, determine priority goals in professional and educational contexts, plan individual and group work to achieve them; LO 14. Possess the skills of professional oral and written translation from/to foreign language(s), in particular, on professional topics of international law; LO 15. Use modern digital technologies, collect from various sources, systematize and analyze information on international and national legal processes and phenomena; LO 16. Formulate conclusions, develop recommendations, justify one's own vision of ways to solve problems in the field of law-making, law interpretation and law enforcement activities; LO 17. Apply modern scientific achievements in the field of international law, European Union law and national law, interpret the results of scientific research and use them in practical professional activities; LO 18. Predict the consequences of legally significant actions and decisions for individual individuals, legal entities and the state.

***1.8. Prerequisites:*** Public International Law, Law of International Treaties, Law of International Organizations, Law of the European Union, Constitutional Law, Administrative Law, Administrative Procedural Law, Civil Law, Civil Procedural Law, Criminal Law, Criminal Procedural Law.

## 2. Content and organization of educational practice

Students undergo training practice in accordance with the curriculum of specialty 293 "International Law" educational and professional programs - bachelor, concluded agreements and the Regulations on the practice of students of higher educational institutions of Ukraine, approved by order of the Ministry of Education of Ukraine dated 08.04.1993 No. 93.

It is advisable to begin the practice by mastering the basic provisions of the documents regulating the issues of conducting practice at V.N. Karazin Kharkiv National University. Also, students should familiarize themselves with the regulatory legal acts and documentation regulating the activities of the relevant practice bases.

The general organization of students' training practice is carried out by the head of the

production practice of the Career Development Center of the V.N. Karazin Kharkiv National University.

Before the start of the internship, students must undergo a briefing on occupational safety in the industry, familiarize themselves with the rules of the internal labor regulations of the internship base, and the procedure for obtaining documentation and materials.

Students who undergo internships at an enterprise, institution, or organization are subject to labor legislation and the Rules of Internal Labor Regulations of the internship base.

The order of the Vice-Rector for Scientific and Pedagogical Work of the University on the conduct of student internships determines:

- type, timing and location of the internship;
- list of students sent for internship;
- educational and methodological supervisor of the practice, supervisor of the practice from the faculty and supervisor of the practice from the department (group leader);
- terms and procedure for evaluating the practice;
- deadlines for reporting on the results of the internship.

Experienced scientific and pedagogical workers are involved in the management of the practice.

Responsibility for drawing up the internship order lies with the internship manager from the faculty and internship managers from departments (group leaders).

The deadline for issuing an order for internship is no later than 5 working days before the start of the internship.

Direct educational and methodological guidance and implementation of internship programs is provided by the Head of the Department of International and European Law of the Faculty of Law, who:

- participates in holding constituent meetings of students on practice issues and final conferences based on the results of practice;
- provides educational and methodological guidance for the implementation of the practice;
- hears reports on the practice and analyzes the implementation of the practice program at department meetings.

The head of the practice from the faculty is appointed by order of the vice-rector for scientific and pedagogical work from among highly qualified scientific and pedagogical employees with at least three years of work experience.

Faculty internship supervisor:

- together with the practice leaders from the department (group leaders), develops draft orders on practice and is responsible for their execution, distributes students according to practice bases, organizes student meetings on practice issues before its beginning (establishment conference) and after its completion (final conference);
- informs students about the procedure for reporting on practice, assessment criteria and reporting forms;
- submits reports on the internship to the Career Development Center with proposals for improving its organization.

The practice leader from the department (group practice leader) is appointed by order of the Vice-Rector for Scientific and Pedagogical Work to directly supervise the practice of students.

Practice leader from the department (group practice leader):

- before the start of the internship, conducts occupational safety briefings with students who are sent for internship, and prepares relevant documents;
- certifies the compliance of the practice bases with the criteria for its implementation (by drawing up a protocol);
- together with the head of the practice from the faculty, develops draft orders on practice;
- participates in the distribution of students according to places of practice;

- conducts mandatory consultations on the processing and use of the collected material for the practice report;
- informs students about the procedure for submitting practice reports;
- accepts the defense of students' reports on practice as part of the commission, on the basis of which it evaluates the results of students' practice;
- submits student reports on practice to the department.

The responsibilities of direct supervisors appointed by internship bases are specified in separate sections of internship agreements.

The practice manager from the practice base, who provides general management of the practice, is personally responsible for conducting the practice.

The responsibilities of the practice manager from the practice base include:
- distribution of students by jobs in accordance with the internship schedule;
- briefing on labor protection, fire safety at the enterprise and at the workplace during the performance of specific types of work;
- familiarizing students with the organization of work at a specific workplace;
- ensuring the implementation of internship schedules by structural divisions of the enterprise;
- assessing the quality of work, compiling characteristics for students, reflecting their implementation of the internship program, the quality of professional knowledge and skills.

Students of the faculty, while undergoing internship, are obliged to:
- undergo occupational safety briefing before starting the internship;
- before the start of the internship, receive from the internship supervisor from the department (group leader) referrals, methodological materials (methodological instructions, program, diary, etc.) and consultations on the preparation of all necessary documents;
- arrive at the practice base on time;
- fully perform all tasks stipulated in the internship work program and instructions of its leaders;
- comply with the rules of labor protection, safety, life safety , industrial sanitation and internal regulations of the practice base;
- take responsibility for the work performed;
- timely complete the internship program and submit a full report to the internship supervisor from the department (internship group supervisor).

## 3. Requirements for educational practice bases

The training practice of students of the Faculty of Law is carried out at practice bases in accordance with the agreements concluded by the university, as well as at the graduating departments of the Faculty of Law of the V.N. Karazin Kharkiv National University .

Bases that are involved for student internships must meet the following requirements:
- the presence of structures corresponding to the specialty 293 "International Law", in which specialists are trained at the Faculty of Law;
- ensuring qualified supervision of students' practice;
- providing students with workplaces that meet labor protection requirements during their internship;
- providing students with the right to use the library, laboratories, technical and other documentation necessary for the implementation of the internship work program;
- providing the opportunity to be present during the events of the relevant practice bases.

Compliance of the bases with the criteria for conducting the practice is certified by the inspection protocol, which is carried out by the practice manager from the department (group practice manager) and agreed with the practice manager from the faculty and the head of the relevant department. The inspection protocols are stored together with the contract for

conducting the practice with the head of the industrial practice of the Training Center for Practical Training and Employment of the Education Quality Department for 5 years [protocol form - Appendix 6].

Students can independently, in agreement with the practice supervisor from the department (group practice supervisor), select a practice base for themselves and offer it for use.

Responsibility for the work of practice databases is assigned to the Department of International and European Law of the Faculty of Law.

## 4. Individual tasks for educational practice

Conducting training practice is possible in two forms - face-to-face and distance learning. When conducting training practice in face-to-face form, individual tasks are not issued.

When conducting distance learning internships, students receive individual assignments at the relevant department. The content and scope of the assignments are determined jointly by the teaching and methodological and group supervisors of the internship.

## 5. Requirements for the educational practice report

After completing the internship, students submit written reports ( 10-12 pages according to Appendix No. 2), which reflect the content of all the work they did during the internship, how the program was implemented, and conclusions about the extent to which the internship helped consolidate and deepen theoretical knowledge.

The in-person practice report contains:

- name of the practical institution or organization and its brief description;
- results of the completed practice program (what was specifically done; what was learned; generalized; worked out in practice);
- conclusions regarding the positive aspects of the organization and completion of the internship;
- comments on the difficulties and shortcomings that occurred during the internship, the lack of knowledge gained during training;
- proposals for improving the educational process and improving the organization of practice in practical institutions or organizations.

The distance learning report contains:

- the content of the individual task received by the student for completion during the training practice;
- a detailed description of the methods and ways of completing an individual task by the student;
- results of the completed internship program (a detailed description of the results obtained by the student during the internship);
- conclusions regarding the positive aspects of organizing and completing internships remotely;
- comments on complications and shortcomings that arose during the internship;
- proposals for improving the educational process and improving the organization of distance learning practice.

The report must be signed by the intern, the immediate supervisor of the internship from the internship base, and the supervisor of the internship base (in the case of distance internship, the report is signed by the group supervisor of the internship).

In addition to the report, the student must submit the following documents:

*For face-to-face teaching practice*

1. Characteristics from the practice database (provided separately from other materials).
2. A diary containing a practice calendar and work records.
3. 10-15 different legal documents that he worked with during his internship and which are dated from the time of the relevant type of internship .

*For distance learning practice*

1. Characteristics from the group leader (provided separately from other materials).
2. A diary containing a practice calendar and work records.
3. Appendices in a quantity appropriate to the content and scope of the individual assignment.

The materials must be sewn into a cardboard folder and contain an appropriate description of the materials (in some cases, attachments may be submitted in electronic form).

The report, together with other documents stipulated in the internship work program (internship diary, characteristics, etc.), is submitted for review to the internship supervisor from the department (internship group supervisor). After revision and final approval by the internship supervisor from the department (internship group supervisor), the report in printed form is submitted for defense.

The report must contain information on the student's completion of all sections of the internship program, conclusions and suggestions, a list of literature used, etc. The report is drawn up in accordance with the requirements established by the internship work program and methodological recommendations of the relevant department.

The report is defended by the student in a commission appointed by the head of the department. The commission may include: the practice supervisor from the faculty, the practice supervisor from the department (group leader), the practice supervisor from the practice base (if possible), and others.

## 6. Summing up the results of the educational practice

The commission evaluates the results of students' internships using a two-level evaluation scale within the time limits established by the relevant order on internships.

The evaluation of the results of the internship is carried out in accordance with the principles and criteria provided for in the internship work program.

The results of the internship are discussed at a student meeting (final conference), a meeting of the relevant department, and the general results of the internship are considered at meetings of the faculty's academic council (at least once during the academic year - usually twice a year).

Based on the results of the internship, the internship manager from the faculty submits a report to the head of the internship of the Career Development Center within the period established by the order of the Vice-Rector for Scientific and Pedagogical Work.

## 7. Criteria for evaluating the results of educational practice

Students who received a negative characteristic from the practice database, a negative response from the practice supervisor from the practice database are recognized as having failed to complete the practice program and are not allowed to defend the practice materials until the specified shortcomings are eliminated. Repeated defense of practice materials takes place in accordance with the Regulations on the Organization of the Educational Process at V.N. Karazin Kharkiv National University.

The grade "passed" is given to students who have fully completed the internship program, completed the materials in accordance with the established requirements, and provided a positive description of the internship database.

A " fail" grade is given to students if they fail to submit a report, diary, or performance evaluation from the internship database.

A student who fails to complete the internship program is expelled from the University.

## 8. Control methods and scoring scheme

Students' internships are under the constant supervision of responsible persons of the

University, the Faculty of Law, and internship bases.

Head of the Production Practice of the Career Development Center of the V.N. Kar azin Kharkiv National University:

- controls the implementation of all organizational measures before sending students to practice: briefing on the procedure for completing the practice, providing students with the necessary documents (directions, programs, practice diary, calendar plan, methodological recommendations for preparing reporting documentation, etc.);
- monitors the provision of working and living conditions for students and the conduct of mandatory occupational safety briefings;
- monitors compliance with the curriculum of the terms of internship, fulfillment of the obligations of the University and internship bases regarding the organization and conduct of internship;
- checks and approves draft orders and decisions of the academic councils of the University and the faculty on practice issues;
- monitors the implementation of the practice, analyzes and summarizes its results.

Dean of the Faculty of Law:

- ensures and controls informing students about the place, form and timing of the internship, as well as the reporting form;
- supervises the organization and conduct of the internship by the responsible department, the implementation of the internship program, timely summarization, and the preparation of reporting documentation based on the results of the internship.

Head of the relevant department:

- participates in the development of internship work programs and monitors compliance with the requirements of the cross-internship program;
- provides educational and methodological guidance and control over the implementation of the practice conducted at the department.

Group practice leader:

- monitors the timely arrival of students to the places of practice;
- monitors the implementation of the internship program and its deadlines.

Head of the practice base:

- monitors students' compliance with the Rules of Internal Procedure of the practice base.

The total score for the practice is given according to the following system:

**Scoring scheme for evaluating the results of in-person practice**

| No. of the company | Content | Number of points |
|---|---|---|
| 1. | Keeping a diary, timeliness and accuracy of filling it out | 10 points |
| 2. | Evaluation of the student's work by the immediate supervisor of the practice base | 10 points |
| 3. | Positive characteristic from the practice base | 10 points |
| 4. | Compliance of the report with established requirements | 10 points |
| 5. | The required number of legal documents collected by the student during the relevant type of internship and their compliance with the requirements established by the legislation and the internship program | 10 points |
| 6. | **Total for the design of practice materials** | **50 points** |
| 7. | **Protection of practice materials** | **50 points** |
| 8. | **TOGETHER** | **100 points** |

**Scoring scheme for evaluating the results of distance educational practice**

| No. of the company | Content | Number of points |
|---|---|---|
| 1. | Keeping a diary, timeliness and correctness of filling it out | 5 points |
| 2. | Evaluation of the student's work by the group practice supervisor | 5 points |
| 3. | Compliance of the report with established requirements | 5 points |
| 4. | The appendices are compiled and designed in accordance with the requirements of the individual assignment:<br>Regulatory and legal acts:<br>- contracts;<br>- unilateral acts of states;<br>- acts of international organizations;<br>- decisions of international judicial and arbitration bodies;<br>- legal positions of international and national judicial and arbitration bodies;<br>- acts of official interpretation of international legal norms , etc.<br>Doctrinal sources:<br>- monographs;<br>- textbooks;<br>- textbooks;<br>- scientific articles;<br>- analytical reports , etc. | <br><br><br><br>1 point<br>1 point<br>1 point<br>1 point<br><br>2 points<br>2 points<br><br>5 points<br>5 points<br>3 points<br>2 points<br>2 points |
| 6. | **Total for the design of practice materials** | **50 points** |
| 7. | **Protection of practice materials** | **50 points** |
| 8. | **TOTAL** | **100 points** |

**RATING SCALE**

| Total points for all activities during the internship | Rating |
|---|---|
| | for a two-level rating scale |
| 90–100 | credit |
| 70–89 | |
| 50–69 | |
| 1–49 | not credit |

## 9. Recommended reading

Not provided.

## 10. Preparation of practice materials

1. The practice materials consist of:

- title page;
- table of contents, which contains the names of all sections and subsections (with an indication of the pages on which they are set out );
- student's report on the internship (includes: introduction; main part, reflecting the tasks performed by the student during the internship; conclusions; list of sources used);
- practice diary;
- applications.

2. The main part of the report is divided into sections, the list and sequence of which is determined by the content of the internship program and the tasks performed.

3. The volume of the report is 10-12 pages of printed or handwritten text on A4 paper.

## 11. Appendices

**Appendix No. 1**

_____
(name of higher education institution)

_____
(faculty name)

"I APPROVE"
_____
_____
_____
M.P.

**REPORT**

about the educational practice of a student of _____ course

_____
(Full name)

Base of practice
_____
Head of Practice from the Faculty of Law
_____

Base manager
practices_____
_____

Report protection
rating_____

Chairman of the Commission _____
Members of the commission _____
_____
_____

**Appendix No. 2**

_____

(full name of higher education institution)

**PRACTICE DIARY**

_____

(type and name of practice)

student _____

(last name, first name, patronymic)

Institute, faculty, department_____

Department, cycle commission

_____

educational and qualification level_____

training direction _____

specialty_____

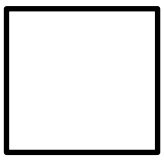
(name)

_____ course, group _____

**Note on arrival at practice / departure from practice**

Student_____
(last name, first name, patronymic)

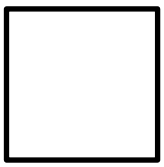
Arrived at an enterprise, organization, institution



(company seal, "___" _____ 20___ year)
organizations, institutions)

_____ _____
(signature) (position, surname and initials of the responsible person)

Left the company, organization, institution



(company seal, "___" _____ 20___ year)
organizations, institutions)

_____ _____
(signature) (position, surname and initials of the responsible person)

**Internship schedule**

| No. of the company | Titles of works | Weeks of internship | | | Execution notes |
|---|---|---|---|---|---|
| | | 1 | 2 | 3 | |
| 1 | 2 | 3 | 4 | 5 | 6 |
| 1. | | | | | |
| 2. | | | | | |
| … | | | | | |

Practice leaders:
from a higher educational institution _____ _____
(signature) (surname and initials)
from an enterprise, organization, institution _____ _____
(signature) (surname and initials)

## Work records during practice

**Feedback and evaluation of student work in practice**

_____

(name of enterprise, organization, institution)

_____

_____

_____

_____

Practice Manager
from an enterprise, organization, institution _____

_____

__

(name of enterprise, organization, institution)

_____ _____

(signature) (surname and initials)

Seal

"_____" _____ 20 __ year

**Feedback from people who checked the internship**

Date of protection of practice materials "____"_____20____
Rating:
on a national scale _____
(in words)

number of points _____
(in numbers and words)

on the ECTS scale _____

Internship supervisor from a higher education institution

_____ _____
(signature) (surname and initials)