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

INTERNSHIP

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 Practical Internship is made according to the educational-professional program «International law» of the first (bachelor) level of higher education in the specialty 293 International law.

1. Description of the educational component

1.1. The purpose of the practical internship is to introducing students to the specifics of practical activities in the field of the future profession; development of students' previously acquired professional abilities and skills related to the application of knowledge acquired during the study of the disciplines provided for in the curriculum; formation of students' stable skills in using legal terminology and concepts from law and international law; development of students' ability to understand the content of relations that arise between separate categories of subjects of law, including international law.

1.2. The main tasks of practical internship:

Knowledge and understanding of the subject field, profession; understanding of basic concepts, basic categories, legal concepts; the ability to communicate in the first (native) language, the ability to build one's oral and written speech correctly, logically and clearly; possessing the skills to identify, formulate and solve problems, analyze socially significant processes and make informed decisions; the ability to find, process and analyze information from various sources; the ability to use information and communication technologies; the ability to act on the basis of developed legal awareness, legal thinking and legal culture; the ability to carry out professional activities in full compliance with the sources of law; the ability to implement the norms of material and procedural law in professional activity, to correctly apply normative legal acts; the ability to legally correctly qualify facts and circumstances; knowledge of legal terminology and legal techniques, the ability to correctly reproduce the results of professional activity in legal and other documentation.

1.3. The number of credits is 5.

1.4. The total number of hours is 150.

1.5. Characteristics of the educational component.	
Mandatory	
Full form of education	Correspondence (distance) form of education
A year of training	
4th	4th
Semester	
8th	8th
Lectures	
-	-
Practical, seminar classes	
-	-
Laboratory classes	
-	-
Independent work	
150 hours	150 hours
Individual tasks (including internship report)	
1	

1.6. List of competencies formed by production practice:

General competencies: GC 2. Knowledge and understanding of the subject area and understanding of professional activity. GC 4. Ability to communicate in the state language both orally and in writing. GC 7. Ability to adapt and act in a new situation, in particular, in an international context. GC 10. Ability to work in an international context. GC 12. Ability to argue the choice of ways to solve professional tasks, critically evaluate the results obtained and justify the decisions made.

Professional competencies: PC4. Respect for the honor and dignity of a person as the highest social value, understanding their legal nature. Knowledge and understanding of international human rights standards enshrined in universal (at the UN level) and regional human rights instruments (at the level of the Council of Europe, OSCE, European Union, CIS); international universal and regional institutional mechanisms for the protection of human rights. PC8. The ability to apply knowledge of the tasks, principles and doctrines of national law, as well as the content of legal institutions, at least from such branches of law as: constitutional law, administrative law and administrative procedural law, civil and civil procedural law, criminal and criminal procedural law. PC15. The ability to understand the peculiarities of international legal phenomena, to predict the main directions of development of international law.

1.7. List of learning outcomes that industrial practice forms:

According to the requirements of the educational and professional program https://law.karazin.ua/resources/doks2021/inform_pak/2023-2024/OPP_293_bakalavr.pdf, applicants must achieve the following program learning outcomes (PLO): PLO 4. Formulate their own reasoned judgments based on the analysis of a known problem; PLO 12. At a professional level, participate in professional discussions on international legal and general legal issues; respect opponents and their point of view; PLO 14. Properly use statistical information obtained from primary and secondary sources for their professional activities; PLO 17. Work in a group, forming their own contribution to the implementation of the group's tasks; PLO 21. Apply the acquired knowledge and skills in international relations, international law when solving practical tasks.

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 practical internship

Students undergo training in accordance with the curriculum of the specialty 293 "International Law" of educational and professional programs – bachelor's, concluded contracts and the Regulations on conducting internships for students of higher educational institutions of Ukraine, approved by the order of the Ministry of Education of Ukraine dated 08.04.1993 No. 93.

It is expedient to start internship by learning the main provisions of the documents governing practice at V.N. Karazin Kharkiv National University. Also, students should familiarize themselves with the regulatory and legal acts and documentation regulating the activities of the relevant practice bases.

The general organization of students' internship is carried out by the head of internship of the Career Development Center of V.N. Kharkiv National University.

Before starting the internship, students must undergo an instruction on labor protection 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 undergoing internship at an enterprise, institution, or organization are subject to labor legislation and the Rules of Internal Labor Procedures of the internship base.

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

- type, terms and place of practice;
- a list of students sent to practice;
- educational and methodical head of practice, head of practice from the faculty and head of practice from the department (group leader);
- deadlines and procedure for evaluating practice;
- deadlines for reporting on practice results.

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

The responsibility for drawing up an order on practice rests with the practice supervisor from the faculty and practice supervisors from the departments (group leaders).

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

The head of the Department of International and European Law of the Faculty of Law carries out direct educational and methodological guidance and the implementation of practice programs, who:

- participates in conducting constituent meetings of students on practice issues and final conferences based on the results of practice;
- carries out educational and methodical management of practice;
- listens to reports on practice and analyzes the implementation of the practice program at department meetings.

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

Head of practice from the faculty:

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

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

Head of practice from the department (group head of practice):

- before the beginning of practice, he conducts occupational health and safety briefings with students who have been sent to practice, prepares relevant documents;
- certifies the compliance of practice bases with the criteria for its implementation (by drawing up a protocol);
- jointly with the head of practice from the faculty develops draft orders about practice;
- participates in the distribution of students by places of practice;
- conducts mandatory consultations regarding 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 a member of the commission, on the basis of which it evaluates the results of students' practice;
- submits students' reports on practice to the department.

Duties of direct supervisors appointed by practice bases are specified in separate sections of practice contracts.

The head of the practice from the practice base, who carries out the general management of the practice, bears personal responsibility for conducting the practice.

Duties of the head of practice from the practice base include:

- distribution of students by workplace according to the internship schedule;
- instruction on labor protection, fire safety at the enterprise and at the workplace during the performance of specific types of work;
- introducing students to the organization of work at a specific workplace;
- ensuring implementation of internship schedules by structural units of the enterprise;
- assessment of the quality of work, drawing up characteristics of students with a reflection on their implementation of the practice program, the quality of professional knowledge and skills.

Students of the faculty, undergoing practice, are obliged to:

- before the start of practice, undergo an instruction on labor protection;
- before the beginning of practice, receive from the head of practice from the department (group leader) referrals, methodical materials (methodical instructions, program, diary, etc.) and consultations on the preparation of all necessary documents;
- arrive at the practice base on time;
- to fully perform all the tasks stipulated by the work program of the practice and the instructions of its managers;
- comply with the rules of labor protection, safety technology, life safety , industrial sanitation and internal regulations of the practice base;
- to be responsible for the work done;
- to complete the practice program in a timely manner and submit a full report to the practice supervisor from the department (group practice supervisor).

3. Requirements for bases of practical internship

The practical internship of students of the Faculty of Law is carried out at practice bases in accordance with the contracts concluded by the university, as well as at the graduating departments of the Faculty of Law of Kharkiv National University named after V.N. Ka razana .

Bases that are engaged for the practice of students must meet the following requirements:

- availability of structures corresponding to the specialty 293 "International Law", according to which specialists are trained at the Faculty of Law;
- provision of qualified management of students' practice;
- providing students with workplaces that meet the requirements of labor protection for the time of practice;
- providing students with the right to use the library, laboratories, technical and other documentation necessary for the implementation of the practical work program;
- providing the opportunity to be present during the events of the relevant practice bases.

The compliance of the bases with the criteria for practice is certified by the inspection protocol, which is conducted 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. Inspection protocols are kept together with the internship contract at the head of the industrial internship of the Educational Center for Practical Training and Employment of the Education Quality Office for 5 years [protocol form – Appendix 6].

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

The Department of International and European Law of the Faculty of Law is responsible for the work of practice bases.

4. Individual tasks for practical internship

Internship is possible in two forms – full time and distance learning. Individual assignments are not issued when the educational practice is carried out in full-time form.

When conducting educational practice in distance form, students receive individual tasks at the appropriate department. The content and scope of the tasks are determined jointly by the training and methodical and group practice managers.

5. Requirements for the report on practical internship

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, conclusions about the extent to which the internship helped to consolidate and deepen theoretical knowledge .

The report on face-to-face practice contains:

- the name of the practical institution or organization and its brief description;
- the results of the implemented practice program (what was specifically done; what was studied; summarized; practically worked out);
- conclusions regarding the positive aspects of the organization and practice;
- comments on difficulties and shortcomings that existed during the internship period, lack of knowledge acquired during training;
- proposals for improving the educational process and improving the organization of practice in practical institutions or organizations.

The remote internship report contains:

- the content of the individual task received by the student to perform during the educational practice;
- a detailed description of the methods and ways of performing an individual task by the student;
- the results of the completed internship program (a detailed description of the results obtained by the student during the educational internship);
- conclusions regarding the positive aspects of the organization and distance practice;
- comments on complications and shortcomings that arose during the educational practice;
- suggestions for improving the educational process and improving the organization of remote practice.

The report must be signed by the intern, the immediate head of practice from the practice base and the head of the practice base (in the case of remote practice, the report is signed by the group head of practice).

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

For full time internship

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

For distance internship

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

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

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

The report should contain information about the student's performance of all sections of the practice program, conclusions and proposals, a list of used literature, etc. The report is drawn up according to the requirements established by the work program of practice and methodical recommendations of the relevant department.

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

6. Summary of practical internship

The commission evaluates the results of students' practice according to a two-level rating scale within the terms established by the relevant order on conducting practice.

Evaluation of practice results takes place in accordance with the principles and criteria provided by the work program of practice.

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

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

7. Criteria for evaluating the results of practical internship

Students who received a negative rating from the practice base, a negative feedback from the practice manager from the practice base are recognized as having failed to complete the practice program and are not allowed to defend the practice materials until the specified deficiencies are eliminated. Re-protection of practice materials takes place in accordance with the Regulations on the Organization of the Educational Process at Kharkiv National University named after V.N. Kar azine.

The grade "credited" is given to students who have fully completed the practice program, prepared the materials in accordance with the established requirements and provided a positive description of the practice base.

The grade "failed" is issued to students in case of failure to submit a report, diary or description from the practice base.

A student who has not completed the internship program will be expelled from the University.

8. Control methods and scoring scheme

The internship of students takes place under the constant supervision of the responsible persons of the University, the Faculty of Law and practice bases.

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

- supervises the implementation of all organizational measures before sending students to practice: briefing on the procedure for passing practice, providing students with the

necessary documents (direction, program, practice diary, calendar plan, methodological recommendations for drawing up report documentation, etc.);
- monitors the provision of working and living conditions for students and the conduct of mandatory briefings on labor protection;
- monitors the compliance with the training plans of the terms of the practice, the fulfillment of the University's duties and practice bases regarding the organization and conduct of the practice;
- verifies and approves draft orders and decisions of the academic councils of the University and the faculty on matters of practice;
- supervises practice, analyzes and summarizes its results.

Dean of the Faculty of Law:
- ensures and controls informing students about the place, form and terms of practice, as well as the form of reporting;
- supervises the organization and conduct of practice by the responsible department, implementation of the practice program, timely summary of the results, as well as compilation of reporting documentation based on the results of the practice.

Head of the relevant department:
- participates in the development of work practice programs and monitors compliance with the requirements of the end-to-end practice program;
- carries out educational and methodical guidance and control over practice carried out at the department.

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

Head of practice base:
- supervises students' compliance with the Rules of the internal procedure of the practice base.

The total assessment for practice is issued according to the following system:

The scoring scheme for evaluating the results of full time internship

No.	Content	Number of points
1.	Keeping a diary, timely and correct filling	10 points
2.	Evaluation of the student's work by the direct manager of the practice base	10 points
3.	A positive characteristic from the practice base	10 points
4.	Compliance of the report with the established requirements	10 points
5.	The necessary number of legal documents collected by the student during the relevant type of practice and their compliance with the requirements established by the legislation and the practice program	10 points
6.	**In total, for the design of practice materials**	**50 points**
7.	**Protection of practice materials**	**50 points**
8.	**TOGETHER**	**100 points**

The scoring scheme for evaluating the results of remote internship

No.	Content	Number of points
1.	Keeping a diary, timely and correct filling	5 points
2.	Assessment of the student's work by the practice group leader	5 points
3.	Compliance of the report with the established requirements	5 points
4.	The attachments are collected and designed in accordance with the requirements of the individual task:	

	Legal acts: - contracts; - unilateral acts of states; - acts of international organizations; - decisions of international judicial and arbitration bodies; - legal positions of international and national judicial and arbitration bodies; - acts of official interpretation of international legal norms , etc. Doctrinal sources: - monographs; - textbooks; - training manuals; - scientific articles; - analytical references , etc.	1 point 1 point 1 point 1 point 2 points 2 points 5 points 5 points 3 points 2 points 2 points
6.	**In total, for the design of practice materials**	**50 points**
7.	**Protection of practice materials**	**50 points**
8.	**TOGETHER**	**100 points**

Scale of evaluation

The sum of points for all activities during practice	**Rating**
	for a two-level rating scale
90–100	counted
70–89	
50–69	
1–49	not counted

9. Recommended literature

Not provided.

10. Preparation of practice materials

1. Practice materials consist of:

- title page;
- the table of contents, which contains the names of all sections and subdivisions (with an indication of the pages on which they are presented);
- the student's report on practice (includes: introduction; the main part, reflecting the tasks completed by the student during practice; conclusions; list of used sources);
- 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 practice program and completed tasks.

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

11. Appendices

Appendix No. 1

_____
(name of higher education institution)

_____
(faculty name)

"I APPROVE"
_____
_____
_____
P.S.

REPORT

about the practical internship of a student of _____ course

_____
(student full name)

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

Head of the base practices _____

Report protection rating _____

Chairman of the commission _____
Commission members _____
_____
_____

Appendix No. 2

_____

(full name of higher education institution)

INTERNSHIP DIARY

_____

(type and name of practice)

student

_____

(surname, first name, patronymic)

Institute, faculty, department_____

Department, cycle committee

_____

educational and qualification level_____

direction of training _____

specialty_____

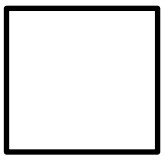
(name)

_____ course, group _____

Note on arrival to internship / withdrawal from internship

Student_____
(surname, first name, patronymic)

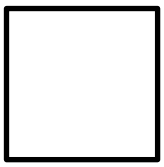
Arrived at the enterprise, organization, institution



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

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

Left the enterprise, organization, institution



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

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

Internship schedule

No. z/p	Titles of works	Weeks of practice			Performance notes
		1	2	3	
1	2	3	4	5	6
1.					
2.					
…					

Heads of practice:
from a higher educational institution _____ _____
(signature) (surname and initials)

from the enterprise, organization, institution _____ _____
(signature) (surname and initials)

Work records during internship

Feedback and assessment of the student's work in internship

_____

(name of enterprise, organization, institution)

_____

_____

_____

_____

Head of practice
from the enterprise, organization, institution _____

_____

(name of enterprise, organization, institution)

_____ _____

(signature) (surname and initials)

Stamp

"_____" _____ 20 __ years

Feedback from persons who checked the completion of internship

The date of protection of internship materials "____"_____20____year
Rating:
on a national scale _____
(in words)

number of points _____
(in numbers and words)

on the ECTS scale _____

Head of practice from a higher educational institution

_____ _____
(signature) (surname and initials)