

Subject card

Subject name and code	Apprenticeships, PG_00136293						
Field of study	Administration						
Date of commencement of studies	October 2025		Academic year of realisation of subject		2026/2027		
Education level	Bachelor's studies		Subject group		Obligatory subject group in the field of study		
Mode of study	part-time studies		Mode of delivery		at the university		
Year of study	2		Language of instruction		Polish		
Semester of study	4		ECTS credits		3.0		
Learning profile	academic		Assessment form		credit		
Conducting unit	Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Michał Miłosz				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	16.0	0.0	0.0	0.0	16
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	16		0.0		59.0	75
Subject objectives	The aim of the internship is for the student to acquire skills, competences and experience related to the practical application of the knowledge acquired during studies.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINL3_KR03] The student is ready to responsibly perform the profession in public administration, including positions that require obtaining a bachelor's degree, as well as in other entities in roles related to administration.	The student has experience in independently performing tasks of a substantive and/or organizational-technical nature in entities from the public and/or private sector.	[SK7] entries and opinions in the internship diary
	[ADMINL3_KO02] The student is aware of the necessity to take actions that protect the public interest, social welfare, and the legitimate individual interests of a person.	The student has experience in independently performing tasks of a substantive and/or organizational-technical nature in entities from the public and/or private sector.	[SK7] entries and opinions in the internship diary
	[ADMINL3_UO06] The student is able to plan and organize his work and is prepared to actively participate in teams involved in the implementation of administrative tasks.	The student is familiar with the work methodology in a specific position related to the application of administrative law and/or administrative activities and is familiar with the internal organization of a specific entity from the public or private sector and the rules governing document circulation and clerical and technical activities, and understands their importance in external and internal relations.	[SU7] entries and opinions in the internship diary
	[ADMINL3_UK04] The student is capable of preparing an independent written work and an oral presentation on basic issues related to administration and administrative activities.	Is able to prepare independently, in whole or in part, draft documents of a substantive and/or organizational-technical nature concerning issues relating to administration and/or administrative activities.	[SU7] entries and opinions in the internship diary
Subject contents	In accordance with the student professional internship program at WPIA UG for a given field of study.		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
		51.0%	100.0%
Recommended reading	Basic literature	Not applicable	
	Supplementary literature	Not applicable	
	eResources addresses		
Example issues/ example questions/ tasks being completed	In accordance with the student professional internship program at WPIA UG for a given field of study.		
Work placement	Not applicable		

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