University of Gdańsk

Subject card

Subject name and code	Work Placement, PG_00204474		
Field of study	Finance and Accounting		
Date of commencement of studies	October 2026	Academic year of realisation of subject	2028/2029
Education level	Bachelor's studies	Subject group	Obligatory subject group in the field of study Optional subject group
Mode of study	full-time studies	Mode of delivery	at the university
Year of study	3	Language of instruction	English
Semester of study	5	ECTS credits	8.0
Learning profile	academic	Assessment form	credit
Conducting unit	Department of Banking and Finance -> Faculty of Management -> Rector		
Name and surname of lecturer (lecturers)	Subject supervisor	dr Patryk Kaczmarek	
	Teachers		

Lesson types

Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
Number of study hours	0.0	200.0	0.0	0.0	0.0	200

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	200	0.0	0.0	200

Subject objectives

The aim of the student internship is for students to gain professional experience in line with their field of study. Students are required to complete a mandatory professional internship, a report on which is submitted in accordance with the schedule set out in the Faculty of Management internship regulations.

Internships in this scope may be carried out in particular in business entities, public institutions, scientific and research institutions, educational institutions, cultural institutions, or as part of activities organised by universities to achieve the objectives of the internship. All additional information related to the regulation of student internships at the Faculty of Management is described in the Internship Regulations available on the website of the Faculty of Management at the University of Gdańsk.

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[FiRL3_K03] Is prepared to think and act entrepreneurially and responsibly, initiating and participating in projects that benefit society and the public interest in finance and accounting	The student demonstrates readiness to act responsibly and entrepreneurially in a professional environment, taking into account the social and public aspects of financial decisions.	[SK7] entries and opinions in the internship diary
	[FiRL3_U11] Can engage and collaborate in teams, assuming different roles	The student effectively cooperates in task forces operating in the host institution, taking on various roles, including supporting and initiating roles.	[SU7] entries and opinions in the internship diary
	[FiRL3_W03] Knows and understands, to an advanced degree – from the perspective of finance and accounting – the internal and external relations of institutions and organizations with particular emphasis on financial security systems	The student has advanced knowledge and understanding of internal and external relations functioning in financial and accounting institutions where the internship is carried out, with particular emphasis on organisational governance principles and financial security systems.	[SW2] presentation/project/paper/ report

Subject contents	As part of their internship, students should have the opportunity to: 1. familiarise themselves with the company's business, the formal and legal basis for its operations, as well as its organisational structure and documentation of typical business events (external and internal circulation of information and documents); 1. familiarise themselves with elements of the financial and accounting management system, including: management of selected fixed and current assets of the entity, long- and short-term financial planning, 1. budgeting and management of development (investment) projects; 1. familiarisation with the practical aspects of constructing, creating and preparing financial statements, as well as familiarisation with the principles of conducting economic analyses and preparing financial reports and generating reports and analyses for management accounting purposes; 1. familiarisation with the practical aspects of using financial reporting and accounting documentation for the purposes of assessing the financial condition of business entities, determining the structure of financing sources and their costs, valuing selected components of business entities' assets, as well as preparing and analysing rankings and ratings, and implementing and evaluating investment projects. 1. developing practical skills in the basic principles of accounting, bookkeeping and preparing financial statements, as well as recognising items in financial statements and understanding the role of accounting in the management of an economic entity. As part of the internship, organisations should enable students to: 1. apply theoretical knowledge in the field of finance and accounting in practice, while developing analytical, social, personal, business and technical skills. 1. be integrated into the functioning of the selected organisation at various levels, such as the accounting department, finance department, controlling, internal audit, financial data analysis and budgeting. 1. become familiar with the specifics of the financial market and accounting, enabling the practical application of knowledge in the real world of business entities and financial institutions. 1. shaping professional skills and competences through active participation in activities related to the preparation of financial statements, cost analysis, liquidity management and financial planning. 1. familiarisation with methods of documenting financial processes and methods of assessing the effectiveness of a company's operations, including reporting, ratio analysis and budgeting. 1. familiarising students with IT systems used in finance and accounting, such as accounting programmes, data analysis tools, ERP systems and other specialised software, as well as enabling them to use these systems in practice. Students are required to read the internship regulations, which can be found on the website of the Faculty of Management at the University of Gdańsk.
Prerequisites and co-requisites	Students are required to read the internship regulations, which can be found on the website of the Faculty of Management at the University of Gdańsk.

Assessment methods and criteria

Subject passing criteria	Passing threshold	Percentage of the final grade
Assessment of the application and completeness of documents submitted by the student in the electronic system by the internship supervisor.	51.0%	100.0%

Recommended reading	Basic literature	not applicable

	Supplementary literature	not applicable
	eResources addresses	
Example issues/ example questions/ tasks being completed	-	
Work placement	Not applicable	

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