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To
Social Work institutions and organisations

Cologne Campus
Social Science Faculty

The Dean

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Zeichen: jmg/fpe
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**Application for the Study Project II
- for submission to practical social work institutions -**

Dear Sir or Madam,

on behalf of the Faculty of Social Sciences of the Catholic University of Applied Sciences of North Rhine Westphalia we would like to ask for our student to undergo a professionally supported internship in your institution. Our students have to acquire practical experience of a 80-working-day duration.

The goal of this practical experience is part of the degree module "study project II" within the degree course to provide the students with professionally supported practical training in a declared social work field. The students will be supported during this practical phase by the university in the form of specialized seminars and supervision. The study project II comprises 80 practical working days, which can be performed both on individual weekdays, on the weekends or in block periods. The alleged lecture-free period from July until the end of November can be continually used for the performance of the practical days. At the university an appointed lecturer is responsible for the student, who will provide support during the practical phase and will be available to you as a contact. The students will complete the module with an internship contract from the internship work place, which is confirmed by the lecturer.

We would be very grateful to you if you give our student the opportunity to gain qualified practical work experience.

You can obtain further information about the internship phases in the regulations of the practical semester. Professor Dr. Heinz Theisen (h.theisen@katho-nrw.de / Tel: +49 (0) 221-7757 184) as the internship coordinator will be happy to answer any queries you may have.

Yours faithfully,

Prof. Dr. Michael Ziemons
Dean of the faculty of social sciences
Catholic University of Applied Sciences
of North Rhine Westphalia, Cologne