

# Third year internship abroad (mixed year 2024-2025)

Are you a second year student at the Undergraduate College and thinking of applying to do a mixed year (a combination of one semester of studies + a semester of internship abroad ) in 2024-2025? The eligibility criteria and internship conditions are outlined below.

## ELIGIBILITY

- You must have passed all your first and second year Bachelor's courses, with no courses failed or incomplete (except if you have verified medical reasons)
- You must have attended the Sciences Po Careers meetings about international internships during the fall and spring semester

**PLEASE NOTE : Once your application for a mixed year in third year is accepted, this decision is binding and definitive. It is not possible to change plans along the way.**

## CONDITIONS FOR YOUR THIRD YEAR INTERNSHIP ABROAD

- Your internship must last a minimum of four consecutive months, full time, in a single organisation **outside of France**
- You must have your internship approved by Sciences Po Careers through a declaration on the student portal ([see the procedure for declaring an internship](#))
- Depending on your exchange semester at a partner university abroad, the internship may take place during the 1st or 2nd semester of the 3rd year
- Your internship must be supervised by an internship manager on site

**Given the current health situation, the conditions of your compulsory internship as part of the mixed year may be subject to change!**

## FORMALITIES REQUIRED

- **For a Sciences Po internship agreement**, you must complete the procedure to obtain an internship agreement from Sciences Po:

[See the procedure for getting a Sciences Po internship agreement](#)

- **For a professional experience or an internship agreement other than the one offered by Sciences Po**, you must declare the [professional experience](#) on your [Student Portal](#).

[See the procedure for declaring a professional experience](#)

### Examples of contracts :

1. Agreement from the Ministry of Foreign Affairs or the host organisation
2. Civic service
3. Fixed-term contract
4. Internships in the United States with a J-1 intern visa obtained by a sponsor agency in France (US visa formalities)

# VALIDATION OF YOUR INTERNSHIP

For your internship to be validated:

- The internship must last a minimum of **four consecutive months, full time in a one organisation outside of France**
- Before you start the internship, you must have sent Sciences Po Careers your signed internship agreement or a copy of your employment contract
- Your internship mentor must complete and sign an evaluation form

[Download the evaluation form in French](#)

[Download the evaluation form in English](#)

- You must submit an internship report to Sciences Po Careers (instructions available as of September 2024)

## NOTE

### Do I have to pay to find an internship?

Some organisations may ask you for membership or a paid subscription to give you access to various services (proofreading of your CV, database of internship and job offers, work placement abroad, support, etc.). Before committing:

- Check the trustworthiness of the organisation to avoid any disappointment (very high cost, internship offers not adapted to your profile, etc.): do not hesitate to check the legal functions of the structure,
- Organise a meeting (physical, telephone, etc.) with your contact person to ensure reliability of the content and of the service offered to you as well as all related costs,
- Get in touch with former subscribers to the organisation in order to find out what they think!

## contact

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