EIT Digital Master School

Helping you choosing your Final Degree Project
(Master Thesis and Internship)

A. Introduction

- A key component in your EIT Digital Master School Program is the **integrated combination of a Master Thesis (30 ECTS) and an ´Internship´** (no extra ECTS, included in the master thesis credits). The industry based Master thesis (typically integrated with the ´Internship´) is a core part of your education, crucial for awarding you the EIT Digital certificate. We refer to this combination as the Final Degree Project ('FDP').

- ´Integrated Combination´ should be interpreted in such a way that there should be a concrete and well-defined **'thematic focus'** for the whole Final Degree Project and that:
    - The Internship is content-wise well positioned relative to the 'thematic focus' and well aligned with the Master Thesis,
    - The Master Thesis elaborates on a specific topic within that 'thematic focus'.
- The ´thematic focus´ can be chosen within the scope of the specialization of the exit year.

- **The finding of an ´Integrated Combination´ of the Master Thesis and Internship requires the student to be very proactive.** The university faculty will do its utmost to support this process but if the student is passive or only reactive it will be difficult to find a good solution. Even in the case of opportunities mediated through EIT Digital in EIT Digital partner companies, typically the student has to apply for one of these in competition and normally the external organization maintains the right to choose the candidate they prefer.

B. Connection between Master Thesis and Internship

- Check local applicable Master Thesis and Internship regulations with your local program coordinator (criteria on content, newness, intended learning outcomes, etc.).
- The final Degree project (Master´s thesis) topic should be industrially as well as scientifically relevant.

- The content of the industrial work should be advanced enough to match the competence level of Master education.
- The Internship and Master Thesis topics should be connected in the sense that they share a same concrete and well defined 'thematic focus'.
- You should look for an integrated and co-planned combination of the Master's thesis with an explicit internship in an organization outside the university (see below 'environment').
- In case you are not able to find such an integrated solution, please refer to your local program coordinator.

C. Environment of your Internship

- Within a non-university entity: company, research institute, incubator or other non-university organization (all may be physically located outside or inside the university as long as it is legally a non-university environment).
- Within an EIT Digital CLC (*): EIT Digital may offer opportunities for FDP/Internship at your EIT Digital CLC within EIT Digital 'tools' (Business Accelerator, etc.) or projects (Innovation Activities, High Impact Initiatives); please refer to your local EIT Digital CLC and local program coordinator.
- In case you are not able to find such adequate solution, please refer to your local program coordinator.

D. Timelines

- Internship duration: Minimum 10 weeks (maybe longer when integrated with Master Thesis).
- Internship work and Master Thesis writing: usually from November (may be earlier) until the end of the final term.
- In case you are not able to find an integrated Master Thesis and Internship solution, please refer to your local program coordinator.

E. Process to search for your Internship

- When should you start to search: in the second term of year 1.
- When should your choice be validated: by the end of the first term of year 2.
- Immediately after your registration in the autumn of your exit year, you will be offered a meeting appointment with your local program coordinator. The following topics need to be addressed:
    - Going through the guidelines, the process, the contact persons,
    - The individual timelines.

F. How to write the Master Thesis and Internship proposal

- Proposal (1 pager) should include:
    - Title
    - Location, contacts
    - Suggestion for supervisor(s) and examiner(s)
    - ½ page description of the Internship and Master Thesis
        - Internship and Master Thesis Industrial context

- ▪ Internship and Master Thesis topic description (theoretical framework)
- ▪ How the Internship and Master Thesis are connected
- ▪ How will you be exposed to the reality of professional life outside university
  - o Timeline (start and end dates) + eventually other milestones.
- Check applicable rules and regulations at your exit university (Intellectual property, etc.).

G. How to validate and formalize

- Check applicable rules and regulations at your exit university,
- Validation by your local program coordinator.

H. Miscellaneous points

- Should you be paid for your Internship work?
  - EIT Digital has currently no policy with respect to the payment and non-payment for the industrial affiliation. We simply accept the practices of each external organization.

- Intellectual property: be aware that this issue will come up:
  - This topic has to be discussed during your interview with the Internship organization.
  - In most cases the Internship organization will retain ownership of your work as will be stated in the Internship contract with this organization.
  - It is highly desirable that the Master Thesis written report is public. If this is not possible, please contact your local program coordinator to know about possible exceptions and how to handle them.

- Before termination of your Internship and Master Thesis, you should prepare a 2-pager (separate from the Master Thesis) to be sent to the EIT Digital Master School Office and including:
  - Credits to EIT Digital and EIT Digital Logo
  - Reference to the companies or other industrial organizations involved
  - Description of the Internship and Master Thesis Industrial context
  - Description of the Internship and Master Thesis topic and main results
  - How the Internship and Master Thesis topics were connected
  - How were you exposed to the reality of professional life outside university.
  - What was your impact in the broader environment of your Internship and Master Thesis.

- If local regulation and your supervisor(s) and examiner(s) allow it, your Master Thesis written report should include an acknowledgement section with reference to EIT Digital and the companies or other industrial organizations involved.

I. Special cases

- Doing your FDP/internship abroad:
  - Please refer to your local program coordinator.

- Doing your FDP/Internship as a teamwork:
    - Please refer to your local program coordinator.

- Doing your FDP/Internship on a continuation of your I&E Study, Summer School (or BDLab) project:
    - Please refer to your local program coordinator.

End of note