



**INSTRUCTIONS ON
MID TERM PSYCHOLOGICAL-PEDAGOGICAL INTERNSHIP**

**English Philology – Teacher Training Programme,
Full/Part time English MA Programme,
academic profile
(since 2019)**

Definitions

- Didactics and Student Affairs Office <http://bdss.uni.opole.pl/en/> - the University unit responsible for the implementation of internships in the formal and organizational scope
- Internship coordinator - an academic teacher of the University, appointed by the dean at the Faculty of Philology, who supervises the course of the internship from the substantive side
- Internship supervisor - a representative of the school/institution in the field of education, a person supervising the substantive and organizational course of the internship; has the competence to take care of the apprentice
- Internship Report – list of tasks and duties performed by the student during the internship, student's evaluation of the internship process (Appendix 1 – psychological component; Appendix 2 – pedagogical component)
- Internship Evaluation Form - Internship supervisor's opinion on the course of the internship including the summary and evaluation together with a grade (Appendix 3 – prepared by the psychologist; Appendix 4 – prepared by the pedagogue)
- Internship Regulations - ZR 15/2021 - available on the EPTTP website

Time of the Internship: the first semester of the studies

Number of hours: the total of 30 hours (45min), including:
a. 15 hours focused on the psychological component
b. 15 hours focused on the pedagogical component

Institutions / schools where the internship can be carried out

A school or other educational institution where a pedagogue and/or psychologist works. If the school does not employ two different specialists, only one of them may coordinate both components of the pedagogical-psychological internship.

Objectives of the internship

The pedagogical-psychological internship aims to prepare the student-teacher trainee for the teaching profession, in particular for the realization of educational and caring tasks, resulting from the role of an English teacher. The pedagogical-psychological internship obliges the student to become acquainted with the specificity of the school or institution, to act as a tutor, to work with groups and with individuals, and to know how to work with learners experiencing learning difficulties or learners with disabilities. The acquired skills in the field of psychology and pedagogy related to school context are compatible with the theoretical and practical classes in psychology and pedagogy within the study programme.

Duties of the student-teacher trainee

- Follow the Internship Regulations and the instructions on internship for EPTTP
- Cooperate with a psychologist, a pedagogue, and internship coordinator at UO;
- Familiarize with the specificity of the school or institution where the internship takes place, in particular learning about the care and educational tasks, the way it functions, its work organization, employees, participants of pedagogical and psychological processes and its documentation;
- Observe the dynamics of groups of students, their roles, attitudes and activities (including students with special educational needs), interactions between adults (teacher, educator) and children/learners as well as between children and young people (of the same and different ages), interpersonal communication and social processes in groups, their regularity and disturbances;
- Observe the activities undertaken by the internship supervisor – psychologist and pedagogue and the activities carried out by them, including care and education, integration, pedagogical support, therapeutic activities, and activities to ensure safety and discipline in the group;

- Cooperate with the internship supervisor in exercising care and supervision over the group and ensuring safety, undertaking educational activities resulting from existing situations, conducting organized educational activities, taking actions for the benefit of learners with special educational needs
- Perform the role of a guardian-tutor;
- Analyse and interpret observed or experienced pedagogical and psychological situations;
- Prepare two reports on the completed internships, which, together with the opinions of the internship supervisors, are delivered to the internship coordinator by the end of semester 1, taking into account the make-up session in justified cases.

During the internship, the student is subject to the work discipline applicable at the school / educational institution. Taking a mid-term internship does not justify the absence of students from classes at the university.

Duties of the school/institution and the supervisor(s):

- An institution/school offering the internship for a student should appoint internship supervisors (a psychologist and a pedagogue) who are qualified and experienced to perform that role.
- The supervisor(s)' duty is to guide, cooperate, support and monitor student's duties. The supervisors provide an opinion in the Internship Evaluation Form and offer a grade – the psychologist and the pedagogue prepare separate documents.

Forms of evaluation:

The psychological-pedagogical Internship is credited on the basis of the achieved learning outcomes confirmed by two positive opinions of the internship supervisors and positive grades– a separate document from the psychologist and pedagogues, along with two Student reports– a separate document for the psychological component and the pedagogical component.

It is allowed to achieve learning outcomes assigned to internship in a given field, level and profile of studies with the use of distance learning methods and techniques. Decisions in this matter are made by the Dean of the Faculty.

According to the Internship Regulations, the student CANNOT complete the internship on the basis of the current professional work or volunteering.

The Internship is credited by the Internship coordinator at UO at the end of semester 1.



Appendix 1

**STUDENT REPORT ON
THE PSYCHOLOGICAL-PEDAGOGICAL INTERNSHIP
COORDINATED BY A SCHOOL PSYCHOLOGIST**

(Attention! The internship report in an electronic version is completed by the student-teacher trainee)

Student's name and surname:	
Student ID number:	
Study Programme:	English Philology - Teacher Training Programme Full time/Part time Faculty of Philology, University of Opole, Poland
Year of study: 1	semester: 1
Name and surname of the supervisor the psychologist:	
Place of the internship (name of the institution/school, address):	
Number of hours/ 15

I HAVE CARRIED OUT THE FOLLOWING TASKS, ACTIVITIES

(a short description of the tasks performed as part of the internship):

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

FORM OF PASSING THE INTERNSHIP

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	Characteristics of the place of the internship
	Classes carried out in the place of the internship
	Documentation in the place of the internship (basic and additional)
	Characteristics of the group (children / adolescents) attending the place of the internship
	Institutions cooperating with the place of the internship

Self assessment of the internship:

Please present your own assessment of the internship and its usefulness in the context of your studies, using the criteria listed below on a scale from 1 (very low) to 5 (very high).

no.	Assessment criterion	Evaluation scale				
		very low	low	medium	high	very high
		1	2	3	4	5
	Being informed about the principles of the internship					
	Supervision by the supervisor					
	Access to information at the place of the internship					
	Opportunity to participate in activities/work at the place					
	Possibility to use the knowledge gained during the internship					
	Usefulness of the internship for the preparation of the MA thesis					
	The prospect of further employment at the place of the internship					

Attached to this report, I present the opinion of the internship supervisor – the psychologist.

(place and date)

(legible signature of the student-teacher trainee)



Appendix 2

**STUDENT REPORT ON
THE PSYCHOLOGICAL-PEDAGOGICAL INTERNSHIP
COORDINATED BY A SCHOOL PEDAGOGUE**

(Attention! The internship report in an electronic version is completed by the student-teacher trainee)

Student's name and surname:	
Student ID number:	
Study Programme:	English Philology - Teacher Training Programme Full time/Part time Faculty of Philology, University of Opole, Poland
Year of study: 1	semester: 1
Name and surname of the supervisor The pedagogue:	
Place of the internship (name of the institution/school, address):	
Number of hours/ 15

I HAVE CARRIED OUT THE FOLLOWING TASKS, ACTIVITIES

(a short description of the tasks performed as part of the internship):

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

FORM OF PASSING THE INTERNSHIP

	Characteristics of the place of the internship
	Classes carried out in the place of the internship
	Documentation in the place of the internship (basic and additional)
	Characteristics of the group (children / adolescents) attending the place of the internship
	Institutions cooperating with the place of the internship

Self assessment of the internship:

Please present your own assessment of the internship and its usefulness in the context of your studies, using the criteria listed below on a scale from 1 (very low) to 5 (very high).

no.	Assessment criterion	Evaluation scale				
		very low	low	medium	high	very high
		1	2	3	4	5
	Being informed about the principles of the internship					
	Supervision by the supervisor					
	Access to information at the place of the internship					
	Opportunity to participate in activities/work at the place					
	Possibility to use the knowledge gained during the internship					
	Usefulness of the internship for the preparation of the MA thesis					
	The prospect of further employment at the place of the internship					

Attached to this report, I present the opinion of the internship supervisor - the pedagogue.

(place and date)

(legible signature of the student-teacher trainee)

(stamp of the institution)

**OPINION OF THE PSYCHOLOGIST - SUPERVISOR OF
THE PSYCHOLOGICAL-PEDAGOGICAL INTERNSHIP**

Student's name and surname:	
Study Programme:	English Philology - Teacher Training Programme Full time/Part time Faculty of Philology, University of Opole, Poland
Year of study: 1	semester: 1
Name and surname of the supervisor the psychologist:	
Place of the internship (name of the institution/school, address):	
Number of hours/ 15

Please describe the Student's personal qualities, skills and completed tasks as related to the specific domain of the mid-term internship focused on psychology

I. Personal qualities (tact, propriety and dutifulness in carrying out tasks) **and specific psychological skills** (ability to make contact with others, readiness to work, student's behaviour in difficult situations):

II. Completed tasks / Student's skills:

1. Forms of work (tasks) carried out at the institution by the student-teacher trainee:

2. Student's strengths:

3. Student's weaknesses:

4. Difficulties encountered by the student-teacher trainee during the internship

5. Progress made by the student-teacher trainee:

III. Student's overall assessment:

(expressed in a grade: excellent/5,0; very good/4,5; good/4,0; satisfactory /3,5; sufficient /3,0; failed/2,0)

(signature and stamp of the Head of the institution)

(signature the supervisor)

* For internal use ONLY

IV. Comments regarding passing of the mid-year psychological-pedagogical internship coordinated by a psychologist

(signature of the coordinator of the Mid-term Internship for the Study Programme EPTTP)

(stamp of the institution)

**OPINION OF THE PEDAGOGUE - SUPERVISOR OF
THE PSYCHOLOGICAL-PEDAGOGICAL INTERNSHIP**

Student's name and surname:	
Study Programme:	English Philology - Teacher Training Programme Full time/Part time Faculty of Philology, University of Opole, Poland
Year of study: 1	semester: 1
Name and surname of the supervisor The pedagogue):	
Place of the internship (name of the institution/school, address):	
Number of hours/ 15

Please describe the Student's personal qualities, skills and completed tasks as related to the specific domain of the mid-term internship focused on pedagogy.

I. Completed tasks / Student's skills:

1. Forms of work (tasks) carried out at the institution by the student-teacher trainee:

2. Student's strengths:

3. Student's weaknesses:

4. Difficulties encountered by the student-teacher trainee during the internship

5. Progress made by the student-teacher trainee:

II. Student's overall assessment:

(expressed in a grade: excellent/5,0; very good/4,5; good/4,0; satisfactory /3,5; sufficient /3,0; failed/2,0)

(signature and stamp of the Head of the institution)

(signature the supervisor)

** For internal use ONLY*

III. Comments regarding passing of the mid-year psychological-pedagogical internship coordinated by a pedagogue.

(signature of the coordinator of the mid-term Internship for the Study Programme EPTTP)