

Internships in the Humanities Lab (Solo track): Supplementary provisions

This document supplements the “Regulations on Bachelor’s Internships” of the Faculty of Humanities of Leiden University. Within the framework of those Regulations, it provides additions and specifications for internships done by students as part of the Humanities Honours College programme, the “Humanities Lab”. All the provisions of those Regulations apply equally to internships within the Humanities Lab.

Re 1. Introduction

Students participating in the Solo track of the Humanities Lab can do a research internship on the basis of Article 3.2.6 of the *Detailed Rules for the Humanities Lab* with an organisation where academic research is conducted. The internship has a study load of at most 15 EC (420 hours).

Re 2. Internship plan

The Board of Examiners of the Humanities Lab is the board with competence to approve an internship in the context of the Humanities Lab. In the internship plan, the student provides information about compatibility between the time schedule of the internship and the timetable and time schedule of his/her major programme.

Re 3. Internship assignment

The internship assignment must be appropriate for the level of an Honours track. In the internship plan, the student spells out why the assignment is important for his/her Solo track, and explains the research character of the internship. The plan also includes information about relevant qualifications, as evidenced by e.g. experience and position, of the internship supervisor (within the organisation offering the internship) for supervising the research.

Re 4. Internship report

If the end product of the internship is not a written research paper (but e.g. a presentation, a database, a catalogue, a software application, or anything else), the internship report must include an explanation of how the end product helps to answer the research question.

For an internship of 15 EC, *Part A* of the internship report (description of and reflection on the internship) comprises at least 2,000 words. The complete internship report has a maximum size of 5,000 words (including *Part B*, if the end product is a written research paper), excluding appendixes and references. If the size of the internship is less than 15 EC, the internship plan includes a duly reasoned proposal for the nature and length of the internship report.

Adopted by the Programme Board of the Humanities Lab on 7 June 2016