

FAQ for Curricular Internship

Data Science & Business Informatics (University of Pisa)

1. What is meant by “training project” in the context of the DS&BI degree programme?

Answer: The “training project” is the document through which the University (Department of Computer Science), the student, and a partner company or external institution define the educational objectives of the internship, consistent with the programme topics. It allows the student to carry out real-world activities (within a company/institution) and, if relevant, to use them as the basis for the Master’s thesis.

2. Who can undertake the DS&BI internship?

Answer: Any student enrolled in the DS&BI Master’s programme who has expressed interest.

3. When can I start the internship?

Answer: The actual start of an internship is subject to having passed all courses in the study plan except for at most one (maximum 9 ECTS credits). Before starting the activation procedure, the student must complete and send the required [self-certification](#) to the [Internship Committee](#).

4. Where can I carry out the internship?

Answer: The internship can be carried out in Italy or abroad, at public or private companies or institutions that have an agreement with the University.

5. Who supervises me during the internship?

Answer: Each student is assigned a company tutor (from the host company/institution) and an academic tutor, who also acts as thesis supervisor. The academic tutor is appointed by the Internship Committee after evaluating the internship content.

6. Do I have to find a company that already has an agreement with the University?

Answer: No. You may also propose a company/institution that does not yet have an agreement. In this case, the company/institution must initiate the agreement procedure with the Department of Computer Science.

7. What are the administrative steps required to activate an internship?

Answer:

- If the company/institution does not yet have an agreement: the “agreement template” must be drafted and signed, the required revenue stamp tax must be paid, and the agreement, along with proof of payment, must be sent to the Academic Office (didattica@di.unipi.it).
- In all cases, the company/institution must submit the “training project template” to the [Internship Committee](#) for approval at least 15 days before the planned start date.

8. How long does a DS&BI training project usually last?

Answer: Typically, the duration is 4–6 months, depending on the project's complexity.

9. Do I need to keep track of attendance?

Answer: Yes. During the internship, the student must complete an [attendance register](#), signed by the company tutor.

10. What happens at the end of the internship?

Answer: At the end of the project, evaluation forms must be completed and submitted by both the student and the company tutor. These are used by the Graduation Committee during the thesis defence.

11. Can I use the internship for my Master's thesis?

Answer: Yes. The internship can be directly linked to the writing of the thesis if the activities carried out are consistent and the academic tutor approves.

12. Is the internship mandatory to graduate in DS&BI?

Answer: No. Students may graduate without this experience if they independently agree on a thesis topic with a professor.

13. Is the internship paid?

Answer: Payment is not mandatory. Some companies offer expense reimbursements or allowances at their discretion.

14. What is the difference between a “curricular” and an “extracurricular” internship?

Answer: A curricular internship is part of the study plan and is aimed at acquiring credits and skills as required by the University. An extracurricular internship, instead, is outside the study plan and is intended for career orientation or entry into the job market.

15. Can I carry out the internship remotely / in smart working mode?

Answer: Yes. In general, an internship may also be carried out remotely, depending on the company/institution and the project.

16. How can I find a company or institution offering internships?

Answer: You can consult the “[Register of Partner Companies and Institutions](#)” and the “[Register of Active Training Project Proposals](#)” on the DS&BI Master's Degree website – accessible with university credentials.

17. Can I apply as an intern with my own project proposal (personal initiative)?

Answer: Yes. If you find a company/institution willing to host you, you may propose an internship project outside the official listings. However, the company must activate the agreement and the training project in accordance with established procedures.

18. Is there a limit to the number of exams I can still have to pass when activating the internship?

Answer: Yes. The student must have passed all (or almost all) exams – with at most one remaining (maximum 9 ECTS credits) – before activation.

19. How do I choose the academic supervisor for my thesis if I do an internship?

Answer: The academic thesis supervisor coincides with the academic tutor of the internship. The academic tutor is appointed when the training project is approved.

20. What happens if the host company/institution does not have an agreement? Is it possible that the internship may not be approved?

Answer: If the company/institution does not have an agreement, the process can still proceed. However, the company/institution must complete the agreement template, send it to the Academic Office, and have it countersigned. If this step is not completed properly, the internship cannot start.

21. Can I carry out the internship at the company/institution where I already work?

Answer: Yes. In this case, the company/institution does NOT need to enter into a formal agreement. However, it must still submit the “training project template” to the Internship Committee for approval at least 15 days before the planned start date. During the internship, the student must complete the [attendance register](#), signed by the company tutor.

If you would like, I can also provide a more formal institutional version suitable for publication on an official university website.