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English version

European Criteria for Quality Internships

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European foreword

This CEN Workshop Agreement has been developed in accordance with the CEN-CENELEC Guide 29 “CEN/CENELEC Workshop Agreements – The way to rapid consensus” and with the relevant provisions of CEN/CENELEC Internal Regulations - Part 2. It was approved by a Workshop of representatives of interested parties on 2020-04-03, the constitution of which was supported by CEN following the public call for participation made on 2018-11-30. However, this CEN Workshop Agreement does not necessarily include all relevant stakeholders.

The final text of this CEN Workshop Agreement was provided to CEN for publication on 2020-04-07.

The following organizations and individuals developed and approved this CEN Workshop Agreement:

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Introduction

SPRINT: "*Standardize best **PR**actices about **INT**ernships*" is a three-year project which started on September 1st, 2017.

It is a strategic partnership project co-funded by the Erasmus+ program that aims to improve people's integration into the labor market by creating a common criteria for quality for internships in Europe.

The project objectives are the following:

- 1) Create a CEN Workshop Agreement¹ (CWA) on "European Criteria for Quality Internships" with standards and indicators for quality internships that will be recognized and accepted by employers;
- 2) Establish a strong partnership among organizations that work in this field and join expertise to improve the quality of internships;
- 3) Raise stakeholders' (interns, universities, employers) collective awareness about quality internships;
- 4) Analyze, report, disseminate and further build upon data collected to steer policy debate and incentivize employers to improve their practices;
- 5) Prepare training of the different stakeholders, thus ensuring the correct application of the CWA and ensuring the sustainability of the outcomes of the project.

The end goal of this project is to offer quality standards for internships suitable for the whole of Europe. This standard further develop the Quality Framework for Traineeships, agreed at European level in 2014 and reflect the latest 'state of the art' of the sector.

Seven partner organizations are involved in the project:

- **Université Paul-Valéry Montpellier III, France** (coordinator institution)
- **InternsGoPro ASBL**, Belgium
- **Association Française de Normalisation (AFNOR)**, France
- **Sindikat studentov, dijakov in mladih brezposelnih (Trade Union Youth Plus)**, Slovenia
- **UNISER SOC. COOP. ONLUS**, Italy
- **ASSOCIATION EUROPEENNE D'INSTITUTIONS DE L'ENSEIGNEMENT SUPERIEUR (EURASHE)**, Belgium
- **The ADECCO Group (AG)**, Switzerland

¹ A CWA is an agreement developed and approved in a CEN Workshop; the latter is open to the direct participation of anyone with an interest in the development of the agreement. There is no geographical limit on participation; hence, participants may be from outside Europe. **A CWA does not have the status of a European Standard.** It involves no obligation at national level.

Propaedeutically to the CWA, the SPRINT project developed a general report about National legislation on internships within the European Union and QFT Recommendation, a survey about the needs and barriers for internships and a good practices tool.

Based on these documents it has been developed a common vocabulary and the significant good practices identified have been included in the CWA draft.

Finally, through the CWA procedure the SPRINT consortium developed a set of extensive criteria for quality internships”.

1 Scope

The CWA on "European Criteria for Quality Internships" defines terms and concepts related to internships, a quality framework for internships, quality criteria, and best practices.

The document is intended for companies, the public sector and other host organizations, individuals interested in or taking part in internships (either for students or non-students), higher education institutions, public authorities (including quality insurance agencies) and organizations working on quality for internships, etc.

This agreement intends to set quality criteria and guidelines for effective and quality internships (both during and outside of education, and at national and transnational level), to guide the concerned parties and to simplify the internship process for every type of structure. It presents recommendations, not requirements. Therefore, its character is voluntary.

This paper covers internships within the EQF² (European Qualification Framework) level 5 and above and ISCED³ level 5 and above⁴.

This work is the result of the SPRINT project based among others texts (see references), on the provisions of the Directive (EU) 2019/1152 of the European Parliament and of the Council of 20 June 2019 on transparent and predictable working conditions in the European Union, OJ L 186, 11.7.2019, p. 105–121.

2 Normative references

There are no normative references in this document.

3 Terms, definitions and acronyms

For the purposes of this document, the following terms and definitions apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

- IEC Electropedia: available at <http://www.electropedia.org/>
- ISO Online browsing platform: available at <http://www.iso.org/obp>

3.1 General

3.1.1

internship

internship means to offer a concrete work-based learning experience to individuals (students or non-students) who are either newly entering or re-entering the labor market, by putting applied learning

² The European Qualifications Framework (EQF) is a common European reference framework facilitating a better understanding and comparison of the qualifications levels of different countries, education and training systems. (SOURCE: https://en.wikipedia.org/wiki/European_Qualifications_Framework)

³ ISCED is the reference international classification for organizing education programs and related qualifications by levels and fields. (SOURCE: https://en.wikipedia.org/wiki/International_Standard_Classification_of_Education)

⁴ The decision to set these limits was taken according to a research made in the different legislations and practices.