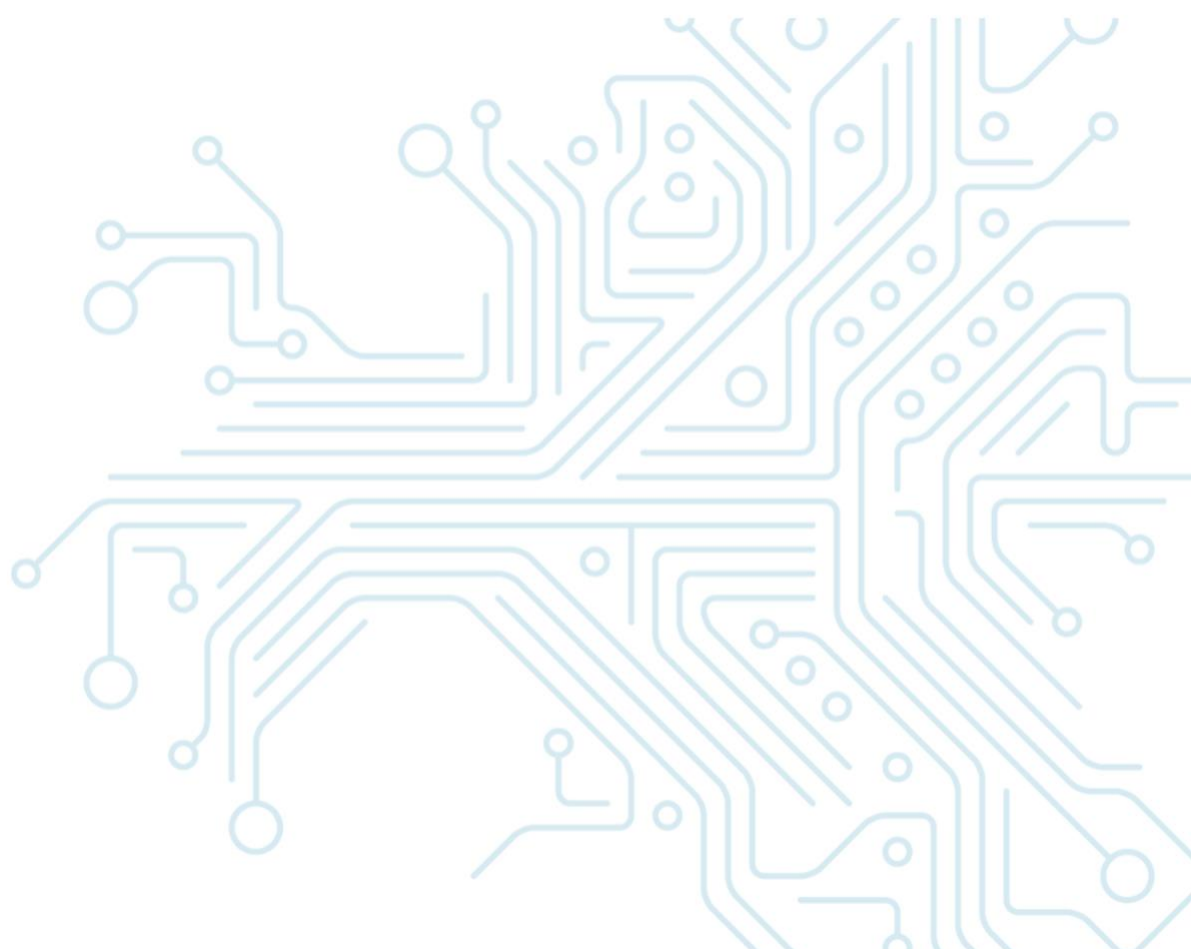


# Internships INESC TEC

Handbook



*Do you know where your internship will be taking place?*

*Interested in learning more about INESC TEC?*

*Apply now - there are limited spots!*

## General Presentation

At INESC TEC, our mission is to promote scientific and technological advances, as well as tech-based innovation, through the transfer of new knowledge and technologies to industry, services and public administration, where there is a world of possibilities just for you.

If you are curious to understand how a Research & Development institution works or interested in rolling your sleeves and making an important contribution, you can apply to INESC TEC Internships.

The main goal of this initiative is to provide the first experience to those who seek to learn more about research and development activities, complementing their training and eventually creating conditions for future collaborations.

The available positions are associated with INESC TEC domains:

- **Artificial Intelligence (AI),**
- **Bioengineering (BIO),**
- **Computer Science and Engineering (CSE),**
- **Communications (COM),**
- **Systems Engineering and Management (SEM),**
- **Photonics (PHT),**
- **Robotics (ROB),**
- **Power and Energy Systems (PES).**

The INESC TEC Internships are structured to cover the requirements of most mandatory internship units, required to complete certain degrees at different Higher Education Institutions (HEI) - with whom INESC TEC has privileged relationships.

The Internships will take place during the second semester - between February 10 and June 30, 2025.

## Who can apply

First **degree students** whose training plan involves carrying out an internship during the second semester of the current school year, in areas related to INESC TEC scientific domains - as described in the general presentation section of this document.

# What we provide

We provide a practical research experience at one of our research Centres, so you can experiment and understand how research is carried out - and how you can contribute to the creation of something new.

During the Internship, you will have access to all the conditions and technologies necessary to carry out your work. These Internships are not remunerated.

You will have the opportunity to expand your knowledge and skills acquired academically, working in a professional environment, solving real problems.

You will also be able to develop soft skills, such as collaboration, cooperation, and teamwork.

You will also have the opportunity to explore future perspectives for further studies and/or career development alternatives.

For this Internship to comply **with all the requirements of your curricular internship**, you must confirm **all information with your host institution in advance**.

# How it works

**We present several themes, distributed among different fields of research. More than one candidate may be accepted to each theme. The total number of positions will vary according to the nature of the work plan, the availability of resources and the quality of the candidates.**

**You will be able to choose the themes you identify with the most, so that we can assign them to you!** [All themes are listed here](#).

To do this, [you will need to fill out an application form](#), indicating the **three Internship themes** you prefer. You'll also need to submit the **keywords that best characterise your preferences**. We will try to match them as best as we can. The positions are limited, and if you are one of the candidates selected, you will later receive instructions on how to proceed with the formalisation of your Internship. If none of the themes you have chosen are available, we may propose a theme within the same scientific domain, in line with your research preferences, as expressed in the application.

At the end of the evaluation and selection period, all candidates are notified via email with the result of their application.

If you are one of the candidates selected, you will have a deadline to confirm the acceptance of the Internship theme and receive instructions on how to proceed. Before starting your work plan, you must ensure that all the necessary requirements are met, so that this Internship is recognised by your host HEI - including signing the contract that formalises the conditions for carrying out said Internship.

# Important dates:

## First Phase:

**Applications: October 29 - November 24**

**Evaluation and selection: November 26 - December 5**

**Disclosure: December 10**

## Second Phase:

**Applications: December 12 - January 5**

**Evaluation and selection: January 7 to 16**

**Disclosure: January 21**

**Welcoming session: February 5 (TBD)**

**Period: February 10 - June 30**

# How you can apply

If you are interested in R&D and would like to have the opportunity to collaborate with INESC TEC during this school year, we ask you to [fill out this application form](#), indicating: the three themes you prefer, your personal data, a short bio explaining your motivation to do this Internship and some keywords that best characterise your research preferences. We will consider said keywords in case the themes you've selected are not available. In this case, we may propose another theme within the same research area - following your order of preference.

In the motivation letter, you will be able to better frame the keywords, briefly describing the research themes that you are most interested in delving into, highlighting any experience you may have had, or would like to have. In the end, you should indicate what you plan to do soon.

# Evaluation, Selection and Notification

The advisors responsible for each theme/research will evaluate all applications. This process will analyse the preferred Internship themes and the motivation of each candidate. The acceptance of certain applications depends on the interested expressed by the applicants, and the positions available in each area.

The selection panel may also request further interviews or additional information.

The evaluation and selection process are expected to last seven days; after this period, all applicants will be notified via email with the results.

If you are one of the people selected, you will receive further instructions on how to proceed with your Internship.

# Final Report

At the end of the Internship, you must submit a summary of the work carried out and all participants will receive a certificate of completion.

# Contacts

For more information, please contact us through the following email: [internships@inesctec.pt](mailto:internships@inesctec.pt).