***Appendix 5***

To the Academic policy

**Program of the internship/practice of the master student**

**ACADEMY OF PUBLIC ADMINISTRATION UNDER THE PRESIDENT**

**OF THE REPUBLIC OF KAZAKHSTAN**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Institute/NSPP**

**Practice program**

**For the master students of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (program)**

**Astana – 2022**

**1**. **Goals and objectives**

The internship / practice is carried out in accordance with the academic calendar of the \_\_\_\_\_\_\_\_\_\_\_\_ program of the Institute / NSPP of the Academy of Public Administration under the President of the Republic of Kazakhstan.

**The purpose** of the internship / practice is to acquire practical skills and professional skills, such as:

* …..
* …..

**Tasks**:

* …..
* …..

Internship / practice is aimed at **developing competencies:**

* …..
* …..

**Justification (briefly, one paragraph):**

**Dates and Duration:**

**Base of carrying out:**

1. **Content**

Describe the nature of the internship / practice, what opportunities it provides for students (one paragraph).

**Program (timeline)**

|  |  |  |
| --- | --- | --- |
| **Day** | **Event, theme, speakers and other details** | **Place** |
| **Day 1** | Date |  |
| Time |  |  |
|  |  |  |
| **Day 2** | Date |  |
|  |  |  |
|  |  |
|  |  |

1. **Management and supervision of internships / practices**

The general management and supervising of the internship / practice is conducted by the Institute / NSPP.

The organization of the internship / practice was based on the following criteria:

Example:

● Completing tasks of the practice are conducted and recorded in the LMS;

● at the end of the internship / practice, a report is prepared that analyzes all the work in each direction.

1. **List of master students for internships (in the case of practice is not necessary)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Full name** | **Topic of the master project** | **Full name, degree of the supervisor** | **Note**  **(for example, payment within the framework of: budget program, UNDP, HSF, paid basis)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**5. Summing up the internship/internship results**

Director of the Institute / NSHP \_\_\_\_\_\_\_\_\_\_\_\_\_

Head of the Center for

Education Policy \_\_\_\_\_\_\_\_\_\_\_\_\_

Vice Rector for Academic Affairs

\_\_\_\_\_\_\_\_\_\_\_\_\_

Recommended for approval by decision of the Academic Council

Protocol No. \_\_\_\_\_\_ of "\_\_\_" \_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_