

The Curricular Internship



2025/26



What is a curricular internship?

The term 'internship' (in French 'stage') is a period of practical training which offers students and recent graduates the opportunity to live a professional experience.

The main objectives of an internship are:

- To acquaint students with the professional world
- To identify employment possibilities in a given professional role and to direct the application dossier towards specific career opportunities

Curricular internships are mandatory or optional within a Bachelor's or Master's programme. They award ECTS credits towards completion of the degree.

In the following pages you will find all the information you need to complete your curricular internship at USI correctly.

1. Guidelines of the Curricular Internship at USI
2. Legally required documentation
3. How to find an internship
4. Grants for internship abroad
5. Registration and validation of a curricular internship (ECTS)
6. Key figures curricular internships 2024/25
7. Useful links
8. Main internship employers

We remind you that it is also possible to undertake an extracurricular internship.

Visit our website for more information on how we can support you:

www.desk.usi.ch/en/extra-curricular-internship

Curricular internship guidelines at USI

Is the curricular internship part of my study programme?

At USI the curricular internship is regulated by the Curricular Internship Guidelines, which are approved by the Faculty Councils. They can be found here: www.desk.usi.ch/en/curricular-internship-guidelines

Below is a summary of the specific requirements for the study programmes. Please always refer to the full regulations of your own study programme.

Full table here: www.desk.usi.ch/en/requirements-and-contacts-curricular-internships

Master	Curricular internship	Min. duration in months 100% pro-rated	Semester	ECTS
ESIR	Yes*	2	2°-3° or after 4°	9
MAP	Yes*	2	3°-4°	9
MDFC	Yes	2	After 2°	9
ME	Yes*	1	After 2°	5/12
MEPIN	Yes	3 / 3,5	4°	13,5/15
MFIN	Yes*	2	After 3°	9
MLLCI	Yes*	2	3°-4°	9
MMG	Yes*	1	2°-3° or after 4°	5 (max. 18)
MMM	Yes*	3	4°	12
MMTE	Yes*	3	4°	18
MCPHC	Yes*	4	After 2°	14
MSTAA	Yes*	1,5	TBD	6
MT	Yes	2	2°-3° or after 4°	9
PMP	Yes*	2	After 3°	10
MHC	Yes*	2	4°	9
Bachelor				
ECO	Yes*	1	After 4°	3

* Check your study programme and contact the academic tutor of your programme for more information.

What are the regulations for doing a curricular internship in Switzerland and abroad?

The required documentation

Internship in Switzerland

- **Swiss students or foreign residents with C permit:** no need of any further document or permit
- **International students (EU and non-EU/EFTA):** with a "B" or "L" student permits issued in Ticino, it is possible for students with non-Swiss nationalities to do a curricular internship in Switzerland requesting, at least 15 days before starting the internship, a modification of their residence permit.

In order to ask for a change of the permit for an internship to the Immigration Office you have to submit:

- Internship Certification Letter from the Career Service
- Online Form for change of permit on the Immigration Office website.

More info:

www.desk.usi.ch/en/internship-switzerland-foreign-nationals

Internship abroad

- **Internship Agreement**
In some European Countries, the law requires an internship agreement signed by both the employer and the university. The Career Service can support you in obtaining this document.

More info:

www.desk.usi.ch/en/documents-for-the-internship

- **Visa and Work Permit**

In other Countries, ad-hoc documents are required to do an internship. Check on the Federal Department of Foreign Affairs - FDFA website if your destination requires them. The employer is responsible for your work permit.

More info:

www.desk.usi.ch/en/internship-abroad

How to find an internship

How do I find an internship?

It is sole responsibility of each individual student to find an internship; this generally involves three main steps:

- Identifying the desired or suitable internship sector and role
- Finding out employers and related application procedures
- Preparing the application dossier (CV, motivation letter, other documents required by the employer)

How can the Career Service support my internship?

- Job Bank USI CareerGate
- Weekly Career Newsletter
- Workshops, meetings and events with companies
- One to one professional counselling and CV Counselling
- Internship documentations (letters, internship agreement)
- Accreditation procedure for the curricular internship
- Grants for internship abroad

Grants for internship abroad

How can I apply for and obtain an internship abroad grant?

To encourage professional mobility, the Swiss Confederation and the Career Service provide scholarships for conducting an internship in Europe or around the world (SEMP scholarship).

	SEMP scholarship (EU)	SEMP scholarship (World)
Who	USI students (Bachelor and Master)	USI students (Bachelor and Master)
What	Full-time internship	Full-time internship
Duration	Min. 2 months, max. 12 months	Min. 2 months, max. 12 months
Where	In a EU country (participating in the Erasmus+) Country of internship # country of residence	In a NON EU country (outside CH) Country of internship # country of residence
Application	Before the graduation and before the internship's start	Before the graduation and before the internship's start
Internship	Must be carried out within 12 months from graduation	Must be carried out within 12 months from graduation
Monthly grants	CHF 440	CHF 500

Registration and validation of a curricular internship (ECTS)

How to validate the curricular internship on Mobility Online?

Pre-Internship (Registration)

1. Register the internship via the dedicated form on Mobility Online
2. Request internship pre-approval to your Academic Tutor
3. Upload the internship contract copy or internship agreement

Note: at this stage, it is possible to apply for a grant for internships abroad.

Post-internship (Validation):

1. Draft the final internship report
2. Request approval of the internship to your Academic Tutor
3. Upload the required documents for validation.

More info on the internship registration and validation process:
www.desk.usi.ch/en/registration-and-validation-curricular-internship

Key figures curricular internships 2024/25

Curricular internship

Total number	230
Average duration (months)	4
Average remuneration in Switzerland (monthly in CHF)	1'984
- In Ticino (monthly in CHF)	1'794
- In other Cantons (monthly in CHF)	2'510
Internships abroad with SEMP grants	37 (17%)
Internship offers in database	460

Location curricular internship

	Total
Switzerland	113 (49%)
- Ticino	92 (40%)
- Other Cantons	21 (9%)
Italy	62 (27%)
Other countries (Rest of the World)	55 (24%)

Useful links

Curricular internship guidelines	www.desk.usi.ch/en/curricular-internship-guidelines
Curricular internship table requirements	www.desk.usi.ch/en/requirements-and-contacts-curricular-internships
Find an internship	www.desk.usi.ch/en/internship-job-offers
Application Dossier	www.usi.ch/en/university/info/career/students-and-graduates/application-dossier
Registration and validation curricular internship	www.desk.usi.ch/en/registration-and-validation-curricular-internship
Documentation (permit, visa, agreement)	www.usi.ch/en/university/info/career/students-and-graduates/internship/internship-documentation
Scholarship for internship abroad	www.desk.usi.ch/en/borse-career-service-international-placement

Main employers offering internships at USI in the a.y. 2024/25

1908 Catering	Hilton Lake Como
AC Creativity	Hunter
adesso Schweiz	HypoVereinsbank - Unicredit Bank
A-Impact Advisors	Intesa Sanpaolo
Allianz Investment	Inticino
Alter Domus Luxembourg	IRCCS San Raffaele
AltKey	Kia Europe GmbH
Balenciaga	KPMG Italy
Bally	La Regione Ticino
Banca del Sempione	Liceo Cantonale di Lugano
Banca dello Stato del Cantone Ticino	Live Helveticino
BMW Group	Louis Vuitton
BPER banca	LVMH Moët Hennessy
Brembo	m.a.x. Museo Chiasso
Brightside Capital	Margiela SASU
Camera di Commercio Italiana	MASI Lugano
Chanel	Mazzantini & Associati
Città di Bellinzona	Mediobanca
Città di Lugano	Missoni
Cornèr Banca	Philip Morris International
Corriere del Ticino	Philipp Plein International
DEC Energy	Pirelli
Deloitte	PwC
Dries Van Noten	Realval
Dquared2 Retail CH	Repetto
EOC-Ente Ospedaliero Cantonale	Rivopharm
Ernst & Young	RSI Radiotelevisione Svizzera
European Parliament	Schindler
Fondazione Feltrinelli	Scuola media di Mendrisio
GioiaPura	Sistema Bibliotecario Ticinese
Givenchy	Tally Weijl Switzerland
Global Blue	Thélios
Golden Goose	Ticino Turismo
Guess Europe	UBS
Henkel Italia	USI-Università della Svizzera italiana
	VF International

Università
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Career
Service

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