

**Höhere Lehranstalt \*Sozialmanagement  
und Fachschule für wirtschaftliche Berufe der Stadt Dornbirn  
(College for Occupations in the Service Industries - Specialising in  
Social Management)**

## **I n t e r n s h i p   a b r o a d**

In its curriculum, the Höhere Lehranstalt\*Sozialmanagement (College specialising in Social Management) provides fundamental education in the fields of social work and health for students between the ages of 14 and 19. The education consists of a theoretical approach and various internships that can be done during the school year and in the summer in different social work non-profit organisations.

The students must complete two internships during the summer vacation:

- 8 weeks between the third and fourth grade and
- 8 weeks between the fourth and fifth grade.

The internship must be completed within the time period of June to the end of the first week of September.

After the fourth grade (most of the students are 18 years old and are of age by law in Austria), the students can do their internship in a foreign country for a period of 8 weeks or less.

### **Goal of the internships:**

According to the curriculum, the goal of the internship is

“Cooperation in greater social establishments, which enable a familiarity with all kinds of action fields within an institution (e.g. administration, direct, practical work with clients, care...)”.

Consequently, it is ideal – if possible under instruction and support – that the interns be included in the areas of nursing and care, as well as the administrative and organizational realms where possible. Students should have the opportunity through the work to expand, complete and deepen important basic skills within the social field.

**Requirements:**

The working hours should be equivalent to those of a full-time job.

Voluntary traineeships do not meet the requirements of the mandatory internships described in the curriculum (because such jobs are purely voluntary and do not require set working hours).

If an internship as described above is available in your establishment, the school requires that you send an internship commitment via email (template is included). If available, please attach a short description of your establishment or a reference to your website.

If you require further information, please send an email to [direktion@hls.edu.dornbirn.at](mailto:direktion@hls.edu.dornbirn.at) (also possible in English, French, Spanish, or Italian) or call the provided number.

At the end of the internship, please confirm its completion by signing the Certificate of Internship. (template is included). If the internship was successful, the students will also be pleased to receive written feedback about the quality of the completed work (a testimonial).

For further information about our school, we would direct you to our website <https://hls-dornbirn.vobs.at/> It is for the moment, however, only available in German.

Best regards,

Dagmar Waibel-Mätzler, Principal

HLS Dornbirn  
Haselstauderstraße 22  
6850 Dornbirn  
Austria  
Tel.: +43 5572 30 68 3-20  
E-Mail: [direktion@hls.edu.dornbirn.at](mailto:direktion@hls.edu.dornbirn.at)