

Guidelines Translational Research Internship

August 2023

1 Aim of the internship

Before you can transfer from the bachelor's to the master's programme, you must complete the translational research internship. The aim of this internship is to gain insight into the development process "from bench to bedside" (transition between scientific findings to clinical routine). The internship should offer you the possibility to apply the acquired theoretical knowledge to scientific work and/ or clinical work. You will learn the basic principles and the importance of research work. In addition, the translational research internship is a good opportunity to gain skills and experience for the subsequent master's level.

2 Duration and schedule

The internship lasts 6 weeks (full-time equivalent, interruptions possible) or 240 hours. From semester week 13 (spring semester) onwards, you are free to use the time for the internship. The internship must be completed by the end of July at the latest so that the internship report can be assessed before the start of the master's programme in September. Therefore, keep to the communicated dates in the Moodle course: As you know, you may only transfer to the master's programme if you have all the necessary credits.

Of course, the internship may also be completed later. For example, if you are taking a gap year, you will enrol for the module only in the spring semester in which you also submit the internship report.

3 Place and conditions

The internship can be done at any clinical or research institution in Switzerland or abroad under the following conditions: it has to contain elements of translational research in medicine, i.e. to give insight into clinical applications of research findings. Further, supervision must be assured.

4 Application and search for internships

All information and documents for registration and search can be found on Moodle. Internships are advertised there by various lecturers. Please note that internship providers may only be contacted after successful enrolment on Moodle (enrolment will start in December/January, the exact date will be communicated). Additional applications to these persons in advance or afterwards are not permitted.

However, you can also look for an internship in your field of interest yourself. These internships must be approved in advance by the lecturer responsible (Prof. Jörg Gold-hahn and TFP-Team). To do so, please upload the completed internship description (template see TFP Moodle course) directly on Moodle. Alternatively, you can submit the description at tfp.mdbsc@hest.ethz.ch.

5 Supervision

An internship provides an opportunity to learn practical skills in a safe, real-world environment. It is the responsibility of the supervisor to guide and support you in learning new skills.

At the beginning of the internship, you and your supervisor define a clear goal or specific issue to work toward during the internship. In addition, your tasks and duties will be defined and explained clearly so you can work independently. In case of questions and uncertainties, a contact person should be available at all times.

At the end of the internship, the supervisor will evaluate the objectives set at the beginning of the internship. In addition, you are entitled to a work certificate (not just a certificate of employment), which you can use in future job applications.

6 Report

For the ECTS to be awarded for the internship, you must provide proof of performance in the form of a written experience report (in German or English).

- In terms of content, the report should contain the following:
 - the time frame in which the internship took place (start and end).
 - a summary of your work as well as appropriate reflections on it.
 - information on whether the agreements were fulfilled or not.
 - graphical material or tables on the data you collected (please check with your supervisor which material you are allowed to use).
 - the signature of the student and the supervising person.
- Formalities:
 - Min. 11'000 - max. 13'000 characters incl. spaces but excl. title page.
 - Font Arial, font size 11
 - Line spacing of 1.5

Finally, upload your report (Name_First Name_Praktikumsbericht) in the Moodle course "Translational Research Internship". The report can only be viewed by you and the person responsible for the module.

7 Grading

The performance of the translational research internship is assessed as an ungraded semester performance. In case of failure, it may be repeated once. Enrolment must be done in myStudies; accreditation of the ECTS is done by the tutors.

For any questions please contact:

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