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|  | To the Director of HSE Institute for Statistical Studies and Economics of Knowledge (HSE ISSEK)L.M. Gokhberg |

Dear Professor Gokhberg,

On behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Company name) let me extend this offer of internship to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a 2nd year student of HSE Master’s Programme “Governance of Science, Technology and Innovation” for the scientific research internship.

The internship is planned

From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Till: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

And will cover the period of 10 weeks in total with expectation to work 40 hours per week.

The duties will include:

- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Those are fully in scope with the Programme Profile 38.04.02 Management.

The student will be supervised by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

During the internship the student is scheduled for:

|  |  |  |
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| № п/п | Period | Internship Schedule |
| 1 |  | Introduction session |
| 2 |  | Safety orientation |
| 3 |  | Company Tour |
| 4 |  | Individual tasks |
| 5 |  | Consultations, meetings |
| 6 |  | Internship report preparation and approval |
| 7 |  | Internship supervisor’s report |

*Position Signature / Full name*

*Date*