

University of Padova
Master's degree in Computational Finance

Guidelines for the Internship

(this version: 14 September 2026)

These guidelines provide students with a reference for the requirements, approval, completion and final reporting of the internship for the Master's Degree in Computational Finance. These guidelines complement the official University of Padova regulations: in case of conflict, the official regulations shall prevail.

1. Purpose and eligibility of the internship

The curricular internship is a 6 CFU free choice activity intended to enable students to apply the knowledge and skills acquired during the Master's programme in a professional environment. The proposed activities must be consistent with the educational objectives and professional profile of the programme and should have meaningful quantitative, financial, statistical, or data-analytical content. The internship may be carried out at a company, financial or insurance institution, consulting firm, public institution, research centre or other suitable organisation, in Italy or abroad.

2. Duration

The internship must involve at least 150 hours of activity, corresponding to 6 CFU. The activities should be carried out according to the period, schedule and working arrangements specified in the approved Training Project. Completion of the required hours must be certified according to the procedures established by the University of Padova.

3. Training Project and preliminary approval

Before the internship begins, the student must prepare a Training Project ("Progetto Formativo") in agreement with the host organisation. The project must be submitted to and approved in advance by the Computational Finance Internship Coordinator ("Referente Stage"). The internship may begin only after this approval and after completion of the administrative procedures required by the University.

The Training Project must clearly specify:

- the host organisation and the unit or team in which the internship will take place;
- the company supervisor and the expected duration and period of the internship;
- the objectives of the internship;
- the main activities and tasks to be performed;
- the knowledge and skills that the student is expected to apply or develop.

Substantial changes to the objectives or activities described in the approved Training Project should be communicated to the Internship Coordinator.

4. Conduct of the internship

During the internship, the student is expected to participate actively in the activities described in the Training Project and to conduct them professionally and responsibly. The internship should provide a genuine learning experience and should not consist predominantly of routine activities or activities unrelated to the objectives of the Master's programme. Students must comply with the rules of the host organisation, including applicable requirements concerning confidentiality, data protection, workplace safety and professional conduct.

5. Final Internship Report

At the end of the internship, the student must prepare a final internship report in English, of approximately 3-5 pages, excluding the cover page and any appendices. The report must be an individual work of the student and provide a concise but substantive account of the experience.

The report must contain the following sections:

1. *Host organisation and context.* A brief description of the organisation, its main activities, and the organisational or professional context in which the internship took place.
2. *Internship project and activities performed.* A description of the objectives of the Training Project and of the main activities, methods, tools, data, models or technologies used during the internship.
3. *Personal contribution.* A clear description of the student's individual contribution to the project, including the knowledge and skills acquired during the Master's programme that were applied in carrying out the assigned activities.
4. *Skills and knowledge acquired.* A critical assessment of the technical, quantitative, computational, financial and professional skills developed during the internship and of the main learning outcomes of the internship.

The report should focus primarily on the student's activities, personal contribution and learning outcomes rather than on a general description of the host organisation. Where necessary, confidential or proprietary information must be omitted, anonymised or presented in a form agreed with the host organisation.

6. Completion and recognition of the internship

The recognition of the 6 CFU associated with the internship is subject to:

- completion and certification of at least 150 hours;
- completion of the internship activities in substantial accordance with the approved Training Project;
- submission of the Final Internship Report and any other documentation required by the University;
- approval of the internship documentation by the Computational Finance Internship Coordinator.

Students are responsible for completing all administrative requirements within the deadlines and according to the procedures established by the University of Padova.