



- For submission to the company -

Reference Number	File number	City	Status	Building/Room	at
		Dortmund	October 1, 2026		

Information on the Mandatory Internship

This certifies that the industrial internship in the Bachelor's degree programs in Mechanical Engineering, Logistics, and Industrial Engineering at the Department of Mechanical Engineering at the TU Dortmund University is an integral part of the Bachelor's examination regulations to the following extent:

- Mechanical Engineering: 6 weeks of basic internship + 12 weeks of specialized internship
- Industrial Engineering: 6 weeks of basic internship + 12 weeks of specialized internship
- Logistics: 0 weeks of basic internship + 12 weeks of specialized internship

One internship week corresponds to 5 workdays with a minimum of 35 working hours per week. All absences—e.g., due to vacation, exams, illness, company holidays, long weekends, strikes, or lockouts—must be made up. The only exception is statutory holidays at the internship site; these do not need to be made up. In the event of absences, the intern should request a contract extension from the host company in order to be able to complete the current internship period without interruption. It is possible to make up for absences through overtime or work on Saturdays, but this must be explicitly confirmed in the internship certificate.

The internship guidelines are available on the Internship Office's website:

<https://mb.tu-dortmund.de/en/study/internship/>

NOTE: The Internship Office does not issue personalized certificates for mandatory internships! Nor does it sign company-provided pre-formulated forms! Students themselves must inform the company or the social security agency whether their internship is mandatory or voluntary.

Sincerely

The Internship Office of the Department of Mechanical Engineering