

[Place on institution letterhead with logo and submit]

to the Internship Delegate of the Department of Psychology

Prof. Alessandro Lo Presti

Via Ellittico, 31

Caserta

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Subject: Request to sign an agreement to carry out practical evaluation internship activities for students from the Master's Degree courses in Psychology LM51 for the purpose of qualifying to practice the profession.

I, the undersigned, ..... born on ..... at..... as  
the legal representative of the  
Structure/Body/Association..... with registered office in  
..... in .....  
Tel..... E- Mail.....  
Pec .....

#### I ASK YOU TO SIGN

an agreement with this esteemed University to carry out, within the Organization I represent, practical evaluation internship activities for students from the Master's Degree courses in Psychology LM51 for the purpose of qualifying to practice the profession.

To this end, under my responsibility and aware of the criminal sanctions provided for by Article 76 of Presidential Decree 445 of 28/12/2000 for the hypotheses of falsity in deeds and false declarations indicated herein,

#### I DECLARE

- 1) That the Organization I represent carries out ..... (*Indicate the activities carried out specifying their relevance to the psychological field*);
- 2) That within the Institution/Organization I represent there are psychologists who have been registered for at least 3 (three) years in sect. A of the Register (*specify which Region*) who can take on the role of tutor;
- 4) That the professionals identified as tutors have a professional relationship with the Organization, I direct.... (*specify the type of employment relationship if employee/collaborator/consultant*) .... qualified as psychologists and under contract (*specify whether fixed term/open-ended/hourly*) which requires an hourly commitment of at least n. 15 hours per week to supervise internship

activities;

4) That the possibility for trainees to participate directly in basic activities for their professional training is guaranteed.

I AM COMMITTED TO

1) Promptly notify the Department Chair of Psychology of any variation with respect to the data of the Institution and/or the presence in the Organization of the supervisors declared at the time of the application.

2) Check that trainees are not used to replace employees or collaborators, as the internship cannot be considered an additional professional resource.

3) Check that each tutor does not follow more than five trainees at the same time, even from other universities.

4) Ensure that the trainee carries out his/her experience only within the organizational sub-articulations of the Company/Institution in which the physical presence of the tutor is expected for at least 15 hours per week.

5) Not to make the acceptance and performance of internship activities subject in any way to:

a. requests for participation in preparatory or ongoing activities that require an economic burden for the trainee;

b. requests for additional insurance coverage in addition to those already guaranteed by the University.

Place and date

Signature

Stamp

The following documentation shall be attached **to the** Application:

- **Copy of the Articles of Association (or Chamber of Commerce Certificate, or Deed of Incorporation) of the Organization;**

- **Annex 1** - Declaration indicating: list and names of the psychologists present in the Organization, and type of employment relationship between the psychologists and the Institution;

- **Annex 2 - Generic training program for trainees.** (attach any promotional/informative material about the activities of the Institution separately).

**The request for an agreement will be evaluated by the Departmental Academic Council.**

**Annex 1**

Facility designation \_\_\_\_\_

| <b>Tutor's name</b> | <b>Type of employment relationship</b> | <b>Weekly hour commitment</b> |
|---------------------|--|-------------------------------|
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**Annex 2 - Generic Training Program for Trainees**

Facility designation \_\_\_\_\_

In the drafting of the training project, pay particular attention to the provisions of art. 2, c. 10 of D. Interm. n. 654/2022 according to which TPV's activities must make it possible to achieve the competences aimed at: a) the assessment of the case; (b) the appropriate use of psychological tools and techniques for the collection of information to carry out a case and context analysis; c) the preparation of a theoretically based and evidence-based professional intervention; d) the evaluation of the process and the outcome of the intervention; e) the preparation of a report; f) restitution to the patient/client/user/institution/organization; g) to establish adequate relationships with patients/clients/users/institutions/organizations; h) to establish appropriate relationships with colleagues; i) the understanding of the legal/ethical/deontological profiles of the profession, as well as their possible conflicts.

Describe as analytically as possible what is expected for each of the following aspects of the training program:

**Educational and orientation objectives** (exhaustively)

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**Behavioural and transversal objectives** (exhaustively)

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**Methods, methodologies, and tools (exhaustively)**

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**Professional competencies and soft skills (exhaustively)**

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**Training activities (exhaustively)**

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