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**Federal State Autonomous Educational Institution of Higher Education
Peoples' Friendship University of Russia named after Patrice Lumumba**

RUDN University

LAW INSTITUTE

Educational Division

INTERNSHIP SYLLABUS

Judicial Internship

internship title

Field Internship

internship type

Recommended by the Didactic Council for the Education Field of:

40.03.01 JURISPRUDENCE

field of studies / speciality code and title

The student's internship is implemented within the professional education programme of higher education:

BACHELOR OF LAWS (LLB)

higher education programme profile/specialisation title

2023

1. INTERNSHIP GOALS

The Internship aims at:

- consolidating the acquired legal knowledge;
- reinforcing the links between theoretical knowledge and practical activities;
- professional skill acquisition and development;
- mastering law enforcement skills and drafting legal documents;
- introducing students to the professional environment;
- refining and clarifying professional and career goals through critical analysis of the internship experience;
- understanding the workplace dynamics and professional expectations.

2. REQUIREMENTS FOR LEARNING OUTCOMES

The internship intends to train and guide students to achieve/acquire the following competences (competences in part):

Table 2.1. List of competences that students acquire during the internship

Шифр	Компетенция	Индикаторы достижения компетенции (в рамках данной дисциплины)
GPC-1	Can analyze the main patterns of formation, implementation and development of law.	GPC-1.1. Knows the basics of the history of law, its nature and patterns;
		GPC-1.2. Uses legal methodology in order to analyze the main patterns of formation, implementation and development of law;
		GPC-1.3. Formulates and explains their position to complete professional tasks using relevant legal information
GPC-2	Can apply the norms of substantive and procedural law to solve professional problems.	GPC-2.1. Knows the system of branches, institutions and sources of law, understands the specifics of implementation and interaction of norms of substantive and procedural law;
		GPC-2.2. Identifies and analyzes facts of law, legally significant facts and circumstances to apply specific norms of substantive and procedural law;
		GPC-2.3. Makes legally relevant decisions and formalizes them in strict accordance with the norms of substantive and procedural law.
GPC-4	Can interpret legal norms in a professional way.	GPC-4.1. Understands the nature and significance of legal norms and their interpretation in the legal profession;
		GPC-4.2. Has mastered the skills to apply various methods of interpreting laws, identify conflicts of laws and gaps in legal regulation;
		GPC-4.3. Masters the skills of presenting the results of legal interpretation and using them in implementation of law.
GPC-5	Can use their speaking and writing skills in a cohesive, well-reasoned and logical way with a uniform and correct use of professional legal terminology.	GPC-5.1. Has mastered the main methods of formal logic and tactical methods of legal argumentation to express their oral and written position on a specific legal problem;
		GPC-5.2. Uses their speaking and writing skills in a cohesive, well-reasoned and logical way to set out the facts and circumstances, states their legal position;

		GPC-5.3. Correctly uses legal terminology in professional communication.
GPC-7	Can comply with the principles of legal ethics, doing so in terms of anti-corruption behavior standards.	<p>GPC-7.1. Is ready to carry out professional duties in an honest way and good faith based on the principles of legality, impartiality and justice, with respect and dignity, protecting human and civil rights and freedoms;</p> <p>GPC-7.2. Demonstrates a high level of personal and legal culture, maintains high levels of professional expertise and qualifications;</p> <p>GPC-7.3. Identifies corruption risks, assesses and prevents corrupt behavior, develops and implements measures to identify and eliminate conflicts of interest.</p>
GPC-8	Can obtain relevant legal information in a purposeful and efficient way from various sources, including legal databases, to complete specific professional tasks using information technology and considering information security requirements.	<p>GPC-8.1. Can obtain relevant legal information from various sources, including legal databases, processes and arranges it based on the goal;</p> <p>GPC-8.2. Uses information technology to complete specific professional tasks;</p>
GPC-9	Can understand the principles of modern information technology and use them to complete professional tasks.	<p>GPC-9.1. Is aware of modern hardware and software and knows the principles, based on which they operate;</p> <p>GPC-9.2. Knows how to choose modern technology necessary to solve specific professional problems</p> <p>GPC-9.3. Has mastered the skills of using modern technology necessary to solve specific professional problems.</p>
PC-4	Can provide legal assistance to citizens and organizations and other types of legal services, to provide qualified professional opinions and advice in specific legal areas	<p>PC-4.1. Has mastered communication skills used with citizens and organizations to identify and formulate a legal problem as well as establish legally significant circumstances;</p> <p>PC-4.2. Identifies the methods of solving specific legal issues provided by law, based on the obtained analytical data, assesses their risks, advantages and disadvantages in a correct way, and develops a plan for their implementation;</p> <p>PC-4.3. Knows and applies the rules needed to prepare a legal opinion and provide consultations;</p> <p>PC-4.4. Knows and follows the principles of professional ethics as well as the rules of effective communication while providing legal assistance and services.</p>
PC-5	Is able to apply the comparative legal method and use the knowledge of foreign legal systems in practice.	<p>PC-5.1. Knows the specifics of the comparative legal method and the features of its use in legal practice;</p> <p>PC-5.2. Knows the specifics of the legal systems, judicial systems, the legal profession structure in the major countries and the main trends of law development in the modern world;</p> <p>PC-5.3. Can use the comparative legal method to identify general and specific features of the compared objects and search for unified legal solutions;</p> <p>PC-5.4. Masters the skills of using the comparative legal method and the results of comparative legal research when comparing various legal solutions and deciding on best practice, considering the international experience.</p>

3. INTERNSHIP IN HIGHER EDUCATION PROGRAMME STRUCTURE

The field (judicial) internship refers to the variable component of (B2) block of the higher educational programme curriculum.

Within the higher education programme students also master other disciplines (modules) and / or internships that contribute to the achievement of the expected learning outcomes as results of the internship.

Table 3.1. The list of the higher education programme components that contribute to the achievement of the expected learning outcomes as the internship results.

Шифр	Наименование компетенции	Предшествующие дисциплины/модули, практики*	Последующие дисциплины/модули, практики*
GPC-1.	Can analyze the main patterns of formation, implementation and development of law.	Theory of State and Law History of State and Law of Foreign Countries History of Russian State and Law Civil Law Civil and Arbitration Procedure International Public Law Roman Law Comparative Constitutional Law and Justice Comparative Administrative Law and Justice Comparative Criminal Law Comparative Civil and Commercial Law Comparative Criminal Procedure Comparative Civil Procedure Comparative Financial and Tax Law Philosophy of Law: Fundamental Course	International Public Law Labor Law International Private Law Commercial Law and Corporations / Field (Pre-graduation) Internship State Examination in the Discipline "Theory of State and Law" State Examination Bachelor Thesis Defence
GPC-2	Can apply the norms of substantive and procedural law to solve professional problems.	Administrative Law Civil Law Civil and Arbitration Procedure Financial Law and Tax Law International Public Law Commercial Law and Corporations Comparative Law Studies Comparative Constitutional Law and Justice Comparative Administrative Law and Justice Comparative Criminal Law Comparative Civil and Commercial Law Comparative Criminal Procedure Comparative Civil Procedure Comparative Financial and Tax Law	Interdisciplinary Course Paper State Examination Bachelor Thesis Defence
GPC-4	Can interpret legal norms in a professional way.	Base component Administrative Law Constitutional Law Civil Law Criminal Law Civil and Arbitration Procedure Financial Law and Tax Law	Interdisciplinary Course Paper State Examination in the Discipline "Theory of State and Law" State Examination Bachelor Thesis Defence

		International Public Law	
GPC-5	Can use their speaking and writing skills in a cohesive, well-reasoned and logical way with a uniform and correct use of professional legal terminology.	Russian Language for Legal Purposes (for foreign students) Theory of State and Law Foundations of Rhetoric and Communication Civil and Arbitration Procedure Criminal Procedure and Forensic Science Legal Research and Reasoning s Comparing Legal Techniques Philosophy of Law: Fundamental Course Logic for Lawyers Language and Law Legal Documents in English Legal Argumentation	Workshop "Procedural Documents in Civil Cases" Workshop "Procedural Documents in Administrative Cases" Workshop "Procedural Documents in Criminal Cases" Workshop "Procedural Documents in International Disputes" Workshop "Procedural Documents in Constitutional Procedure" Workshop "Negotiations and Contracts" Interdisciplinary Course Paper Variable component Field (Investigation-Prosecution) Internship State Examination in the Discipline "Theory of State and Law" State Examination Bachelor Thesis Defence
GPC-7	Can comply with the principles of legal ethics, doing so in terms of anti-corruption behavior standards.	Base component Theory of State and Law Administrative Law Criminal Law Civil and Arbitration Procedure Criminal Procedure and Forensic Science	Field (Investigation-Prosecution) Internship Field (Judicial) Internship State Examination in the Discipline "Theory of State and Law"
GPC-8	Can obtain relevant legal information in a purposeful and efficient way from various sources, including legal databases, to complete specific professional tasks using information technology and considering information security requirements.	Information Technologies in Legal Practice (Fundamentals of Legal Tech) Administrative Law Constitutional Law Civil Law Civil and Arbitration Procedure Financial Law and Tax Law Labor Law International Private Law Commercial Law and Corporations Computer Science Comparative Constitutional Law and Justice Comparative Administrative Law and Justice Comparative Criminal Law Comparative Civil and Commercial Law Comparative Criminal Procedure Comparative Civil Procedure Comparative Financial and Tax Law Field (Judicial) Internship Field (Pre-graduation) Internship Bachelor Thesis Defence	Law and Artificial Intelligence Data Regulation and Protection in Digital Age Communications and Internet Law and Policy Legal Design Legal Tech: Advanced Course Workshop "Procedural Documents in Civil Cases" Workshop "Procedural Documents in Administrative Cases" Workshop "Procedural Documents in Criminal Cases" Workshop "Procedural Documents in International Disputes" Workshop "Procedural Documents in Constitutional Procedure" / Workshop "Negotiations and Contracts" Interdisciplinary Course Paper / Variable component Field (Pre-graduation) Internship Bachelor Thesis Defence
GPC-9	Can understand the principles of modern information technology and use them to complete professional tasks.	Information Technologies in Legal Practice (Fundamentals of Legal Tech) Civil and Arbitration Procedure Computer Science Data Regulation and Protection in	Data Regulation and Protection in Digital Age Legal Design Legal Tech: Advanced Course Variable component Educational Internship Field (Investigation-Prosecution) Internship

			Field (Judicial) Internship Field (Pre-graduation) Internship Bachelor Thesis Defence
PC-4	Can provide legal assistance to citizens and organizations and other types of legal services, to provide qualified professional opinions and advice in specific legal areas	Civil and Arbitration Procedure / Fundamentals of Medicine Law	Fundamentals of Medicine Law Field (Pre-graduation) Internship Bachelor Thesis Defence
PC-5	Is able to apply the comparative legal method and use the knowledge of foreign legal systems in practice.	Russian Legal System and Legal Traditions Comparative Law Studies Comparative Constitutional Law and Justice Comparative Administrative Law and Justice Comparative Criminal Law Comparing Legal Techniques Comparative Civil and Commercial Law Comparative Criminal Procedure Comparative Civil Procedure Comparative Financial and Tax Law Critical Approaches to Current Legal Issues Communications and Internet Law and Policy	Field (Pre-graduation) Internship State Examination in the Discipline "Theory of State and Law" State Examination Bachelor Thesis Defence

4. INTERNSHIP WORKLOAD

1)The total workload of the internship is 3 credits (108 academic hours).

5. INTERNSHIP CONTENTS

*Table 5.1. Internship contents**

Modules	Contents (topics, types of practical activities)	Workload, academic hours
Preliminary module	- general meeting of students; - health and safety briefing, including fire safety; - individual assignment introduction - assignment of judicial authority internship appointments.	4
Main module	Introducing students to the structure of the court, the jurisdiction of its divisions, assignment to judges or other court personnel (performed by the judiciary, the number of academic hours is determined by the judiciary Head of the internship). Working under the supervision of authorized court personnel, attending court sessions (the number of academic hours is determined by the judiciary Head of the internship);	96

Modules	Contents (topics, types of practical activities)	Workload, academic hours
	Filling in the internship diary; Receiving a written review of the internship.	
Final module	- writing internship reports based on the results of the internship; - preparing for defence and defending the internship report	8
TOTAL:		108

* The contents of internship through modules and types of practical activities shall be FULLY reflected in the student's internship report.

Module 1 (preliminary):

An introductory lecture is held at the Institute, where students are introduced to the aims, objectives and workload of the internship. In addition, students receive advice on the preparation of documentation and receive individual internship assignment from the internship supervisor.

Module 2 (main):

In court, students study the structure of the court and the way its divisions function. The assistant to the Chief Justice assigns the students to the judges. During the internship, students should:

- improve their professional knowledge through self-study;
- execute orders of a judge or court personnel;
- attend court sessions;
- draft procedural other legal documents;
- record the completed tasks in the internship diary on a daily bases;
- get a written review of the internship from the court internship supervisor.

Module 3 (final)

Reviewing the internship results: preparing the internship report, getting the internship diary signed by the court internship supervisor, receiving a written review of the internship.

Presentation of all documents to the internship supervisor and defending the internship report in the interview form.

6. INTERNSHIP EQUIPMENT AND TECHNOLOGY SUPPORT REQUIREMENTS

Classroom for Academic Activity Type	Classroom Equipment	Specialized educational / laboratory equipment, safety requirements and materials for mastering the discipline (if necessary)
Lecture Classroom	A lecture classroom, equipped with a set of specialized furniture; a whiteboard, special equipment including a portable multimedia	Multimedia projector, projection screen, audio system, laptop.

	projector, a laptop, a projection screen, stable wireless Internet connection.	
Seminar Classroom	A classroom for seminars, group and individual consultations, assessment and midterm exams, equipped with a set of specialized furniture and devices for multimedia presentations.	Multimedia projector, projection screen, audio system, laptop.
Computer Lab	A computer lab for classes, group and individual consultations, assessment and midterm exams, equipped with personal computers, a whiteboard and technical means of multimedia presentations.	Multimedia projector, projection screen, audio system, laptop.
Self-study Classroom	A classroom for self-study (can also be used for seminars and consultations), equipped with a set of specialized furniture and computers with EIEE access.	Multimedia projector, projection screen, audio system, laptop.

7. INTERNSHIP LOCATION AND TIMELINE

The internship is organized in the fourth year of study (7th semester) in the workload established by the curriculum.

Internships are completed by students in courts of general jurisdiction and arbitration courts of the Russian Federation, as well as in judicial precincts of magistrates.

In the case of other internship venues being compliant with the syllabus of Internship and after the permission has been granted by the Law Institute Director, the student can undergo internship on an individual basis in other courts or organizations located on the territory of Moscow.

A student can also choose another venue of internship (for example, judicial authorities at the place of residence), and foreign citizens have the right to complete their internship in their country of citizenship in order to study the legislation of their country in more detail, if this contributes to achieving the goals and objectives of the professional internship and the formation of students' competences listed in the internship syllabus.

The procedure for organizing individual internships is governed by the Regulations for individual field internships, approved by the Order № 432 of the RUDN University Rector of 10.05.2016. In order to have an individual internship, the student must write an application to the Director of the Law Institute before the internship with a request to allow the internship on the basis of the enterprise/organization of their choice, indicating the reason for the student's choice of the venue.

The application written by the student is endorsed by the internship supervisor of Criminal Law, Criminal Proceedings and Forensics, which constitutes the permission given by the Head of Internship regarding the compliance of the venue with the internship syllabus and its ability to help the student to form the necessary competences.

A student may be denied an internship on an individual basis if:

- the venue does not correspond to the education field;
- the venue does not correspond syllabus requirements or does not contribute to the competence formation.

After receiving the permission of the Head of the Department to do the internship on an individual basis, the student signs an agreement between RUDN University and the enterprise/organization. The application and the internship agreement signed by the Head of the Department are submitted to the Law Institute Director.

For persons with group I, II or III disablement and persons with disabilities, the internship is completed while taking into account the specifics of their psychophysical development, individual capabilities and general health.

8. RESOURCES RECOMMENDED FOR INTERNSHIP

Main readings:

1. Zhrebtsov A.N., Kireeva E.Y., Peshkova H.V., Baranov I.V., Mayboroda V.A., Parfiriev D.N., Strukov K.V., Chernius N.Y. Commentary to Federal Constitutional Law of 31 December 1996 N 1-FKZ "On judicial system of the Russian Federation" // SPC ConsultantP// 2021

2. Commentary to the Arbitration Procedure Code of the Russian Federation". (article-by-article).4th edition, revised and revised. Ed. by V.V. Yarkov. "Statute", 2020.

3. Article-by-article commentary to the Civil Procedure Code of the Russian Federation". Ed. by P.V. Krashenninikov. "Statute", 2019.

Additional readings:

1. Zakharina, M. M. Legal writing in the practice of a trial lawyer / M. M. Zakharina. - 2-th ed. revised and extended - Moscow : Publishing house Yurait, 2022. - 332 c.

2. Ivanova T. V. Legal argumentation : textbook for universities / T. V. Ivanova, O. V. Nikitina. - Moscow : Publishing house Right, 2022. - 191 c.

3. Kudryavtseva E. V. How to write a judgment / E. V. Kudryavtseva, L. A. Prokudina. - 4-th ed. revised. and supplementary. - Moscow : Publishing house Right, 2022. - 265 c.

5. Professional skills of the lawyer. Practicum : textbook for universities / E. N. Dobrokhotova [and others] ; under the general editorship of E. N. Dobrokhotova. - Moscow : Publishing house Right, 2022. - 182 c.

6. Rudnev V. N. Culture of speech of lawyer : textbook and practical work for universities / V. N. Rudnev. - 2-th edition, revised. and supplementary - Moscow : Publishing house Right, 2022. - 169 c.

7. Sergeich, P. Art of Speech at Court / P. Sergeich, G.M. Reznik. - Moscow : Publishing house Bright, 2022. - 395 c.

Internet sources

1. Electronic libraries (EL) of RUDN University and other institutions, to which university students have access on the basis of concluded agreements:

- RUDN Electronic Library System (RUDN ELS) <http://lib.rudn.ru/MegaPro/Web>

- EL "University Library Online" <http://www.biblioclub.ru>

- EL "Yurayt" <http://www.biblio-online.ru>

- EL "Student Consultant" www.studentlibrary.ru

- EL "Lan" <http://e.lanbook.com/>

- EL "Trinity Bridge"

2. *Databases and search engines:*

- electronic foundation of legal and normative-technical documentation
<http://docs.cntd.ru/>

- Yandex search engine [https:// www .yandex.ru/](https://www.yandex.ru/)

- Google search engine <https://www.google.ru/>

- Scopus abstract database <http://www.elsevier.com/locate/scopus/>

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The training toolkit and guidelines for a student to do an internship, keep an internship diary and write an internship report:*

1. Safety regulations required to complete internship (safety awareness briefing).
2. Machinery and principles of operation of technological production equipment used by students during their internship; flow charts, regulations, etc. (if necessary).
3. Guidelines for keeping an internship diary and writing an internship report.

*The training toolkit and guidelines for the internship are placed on the internship page in the university telecommunication training and information system under the set procedure.

8. ASSESSMENT TOOLKIT AND GRADING SYSTEM* FOR EVALUATION OF STUDENTS' COMPETENCES LEVEL AS INTERNSHIP RESULTS

The assessment toolkit and the grading system* to evaluate the level of competences (competences in part) formation as the internship results are specified in the Appendix to the internship syllabus.

* The assessment toolkit and the grading system are formed on the basis of the requirements of the relevant local normative act of RUDN University (regulations / order).

DEVELOPERS:

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Procedure and International
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N.V.Ivanovskaya

position, educational department



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HEAD OF HIGHER EDUCATION PROGRAMME:

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