

Документ подписан простой электронной подписью
Информация о владельце:
ФИО: Ястребов Олег Александрович
Должность: Ректор
Дата подписания: 01.06.2024 13:39:10
Уникальный программный ключ:
ca953a0120d891083f939673078ef1a989dae18a

**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

Work Experience (Investigation-Prosecution) Internship

(internship title)

Technological 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)

2024

1. INTERNSHIP GOALS

The internship is designed to help students to

- form generic professional and specialized professional competences;
- facilitate the acquisition of independent professional activity experience;
- improve the quality of professional training;
- learn how to apply theory and enhance their own practice

2. REQUIREMENTS FOR LEARNING OUTCOMES

The Work Experience (Investigation-Prosecution) Internship implementation is aimed at the development of the following competences (competences in part):

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

Competence code	Competence descriptor	Competence formation indicators (within this course)
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-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.	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;

		GPC-7.2. Demonstrates a high level of personal and legal culture, maintains high levels of professional expertise and qualifications;
		GPC-7.3. Identifies corruption risks, assesses and prevents corrupt behavior, develops and implements measures to identify and eliminate conflicts of interest.
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.	GPC-8.1. Can obtain relevant legal information from various sources, including legal databases, processes and arranges it based on the goal;
		GPC-8.2. Uses information technology to complete specific professional tasks;
		GPC-8.3. Demonstrates the readiness to complete professional tasks while considering information security requirements
GPC-9	Can understand the principles of modern information technology and use them to complete professional tasks.	GPC-9.1. Is aware of modern hardware and software and knows the principles, based on which they operate;
		GPC-9.2. Knows how to choose modern technology necessary to solve specific professional problems
		GPC-9.3. Has mastered the skills of using modern technology necessary to solve specific professional problems.
PC-3	Can engage in law enforcement, is capable of having the functions and authority to ensure security, law and order, to protect human and civil rights and freedoms	PC-3.1. Has mastered the methods of detection, prevention, disclosure and investigation of crimes and other offenses;
		PC-3.2. Has mastered the skills of categorizing crimes and other offenses;
		PC-3.3. Knows and has mastered the ways and methods of informing and protecting the rights and freedoms as well as the interests of citizens and organizations protected by law;
		PC-3.4. Is able to present the results of detecting, preventing, investigating and solving crimes and other offenses in legal and other types of documents, analyzes their professional activities, identifies and eliminates the causes and conditions that contribute to committing crimes and other offenses, while also using the international experience

3. INTERNSHIP IN HIGHER EDUCATION PROGRAMME STRUCTURE

The Work Experience (Investigation-Prosecution) 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.

Competence code	Competence descriptor	Previous courses/modules, internships*	Subsequent courses/modules, internships*
-----------------	-----------------------	--	--

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 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 Interdisciplinary Course Paper	Work Experience (Pre-graduation) Internship
GPC-2	GPC-2. Can apply the norms of substantive and procedural law to solve professional problems.	Administrative Law Civil Law Civil and Commercial Procedure Financial Law and Tax Law International Public Law Labor Law International Private Law Commercial Law and Corporations Interdisciplinary Course Paper	Work Experience (Pre-graduation) Internship
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.	Foreign Language for Legal Purposes Russian Language for Legal Purposes (for foreign students) Theory of State and Law Foundations of Rhetoric and Communication Civil and Commercial Procedure Criminal Procedure and Forensic Science Legal Research and Reasoning 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" Work Experience (Pre-graduation) Internship

		Interdisciplinary Course Paper	
GPC-7.	GPC-7. Can comply with the principles of legal ethics, doing so in terms of anti-corruption behavior standards.	Theory of State and Law Administrative Law Criminal Law Civil and Commercial Procedure Criminal Procedure and Forensic Science Civil Liberties and Human Rights Educational Internship	
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 Commercial 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 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 Work Experience (Pre-graduation) Internship
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 Commercial Procedure Computer Science Data Regulation and Protection in Digital Age	Work Experience (Pre-graduation) Internship

		Legal Design Legal Tech: Advanced Course	
PC-3	Can engage in law enforcement, is capable of having the functions and authority to ensure security, law and order, to protect human and civil rights and freedoms	Criminal Law	

* To be filled in according with the competence matrix of the higher education programme.

4. INTERNSHIP WORKLOAD

The total workload of the Technological (Investigative and Prosecutorial) Internship amounts to 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	- Health and safety briefing, including fire safety; - Introductory lecture detailing the main goals, objectives, internship form and procedure; - Planning (individual assignment introduction).	3
Main module	1. Familiarization with the operation of the law enforcement agency structural unit chosen for the internship. 2. Completing the individual assignment; 3. Filling in the internship diary; 4. Writing an internship report; 5. Receiving feedback from the head of the structural unit responsible for internship	96
Final module	- analysis of the internship results; - submitting the necessary documents upon completion of the internship; - preparing for defence and defending the internship report.	9
TOTAL:		108

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

During the period of internship in the investigative divisions of the Investigative Committee, as per the agreement with the head of the structural unit responsible for internship, the student studies the criminal cases processed by the investigator; as well as the case classification plan and control proceedings, draws up an investigation plan for a specific case, plans to conducting individual investigative actions and takes part in their implementation; may be involved in an investigative action as a participant (attesting witness, statistician), drafts procedural documents.

During the period of internship in the prosecutor's office, in agreement with the internship supervisor, the student can study criminal cases requested and received from the investigating authorities, and inquiries, nomenclature cases and supervisory proceedings; draws up prosecutorial

check plans in preliminary investigation and inquiry bodies; drafts appeal and cassation submissions; takes part in criminal court hearings and judicial control; participates in the process of obtaining evidence. If possible, the student participates in the inspection of compliance with laws in detention facilities, as well as in pre-trial detention facilities and during the execution of punishment.

During the internship in the bar association, the student may get acquainted with the document flow after obtaining the agreement from the internship supervisor, participate in the investigative and judicial actions carried out by an advocate and take part in other activities of advocates.

The student must study the forms of cooperation that exists between the investigatory bodies and bodies of enquiry, learn about the framework, based on which a prosecutor supervises implementation of law by the bodies of enquiry and pre-trial investigation as well as the organisational aspects of advocacy, understand the process of record keeping in the prosecutor's office, investigative units and bar associations.

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 projector, a laptop, a projection screen, stable wireless Internet connection.	Multimedia projector, projection screen, audio system, laptop.
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

Work Experience (Investigation-Prosecution) Internship, can take one of the following forms: archival, office, judicial, field, or mixed, depending on the location, the specifics of the activities of the structural unit of the prosecutor's office, the investigative unit or the bar association, as well as the current tasks solved by these bodies.

Organization of internship consists of students being assigned a head of practice from the relevant structural unit of the prosecutor's office, the investigative unit or the bar association.

The internship supervisor plans, organizes and controls the activities of the student, entrusting them with completing specific tasks outlined by this syllabus. The student carries out the duties of a trainee, participating in the law enforcement activities of their supervisor throughout the entire period of internship.

The following criteria should be applied in choosing internship venues:

availability of:

- highly qualified specialists;
- modern material and technical base;
- modern educational and methodical complexes;
- modern software.

For people with group I, II and III disabilities, and persons with other types of impairment, the internship is established taking into account the specifics of their psychological and physical development, individual abilities, and general health.

Form of Technological (Investigative and Prosecutorial) Internship: stationary.

The venues of Technological (Investigative and Prosecutorial) Internship are:

- Moscow Prosecutor's Office and its structural subdivisions;
- Investigative Committee of the Russian Federation and its structural subdivisions;
- Ministry of Internal Affairs of the Russian Federation and its structural subdivisions

Technological (Investigative and Prosecutorial) Internship is takes place in the fourth year (the seventh) semester for full-time students.

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 law enforcement agencies or organizations located on the territory of Moscow. Also, a student can choose a different place of internship, for example, prosecutor's offices of the Russian Federation constituents or other administrative and territorial divisions based on residence, foreign citizens have the right to complete the internship in the country of their citizenship in order to study the legislation in more detail, if this contributes to the completing the goals and tasks of Technological (Investigative and Prosecutorial) Internship and the formation of 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 competences in the Technological (Investigative and Prosecutorial) Internship Syllabus.

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.

8. RESOURCES RECOMMENDED FOR INTERNSHIP

Main readings:

Criminal procedure acts: a textbook for secondary vocational education / G. V. Starodubova [and others]; edited by G. V. Starodubova. - 3rd ed. - Moscow: Yurayt Publishing House, 2022. - 477 p. - (Professional education). - ISBN 978-5-534-13835-1. — Text: electronic // Educational platform Urayt [website]. — URL: <https://urait.ru/bcode/493302>

Makarenko, S.N. Professional ethics of a lawyer: textbook / S.N. Makarenko; Ministry of Education and Science of the Russian Federation, Southern Federal University, Academy of Engineering and Technology. - Taganrog: Publishing House of the Southern Federal University,

2016. - 91 p. - Bibliography. in book. - ISBN 978-5-9275-1982-8; The same [Electronic resource]. - URL: <http://biblioclub.ru/index.php?page=book&id=493226> (17.09.2018).

Bozrov, V. M. Judicial activity: ethics and anti-corruption standards: a textbook for universities / V. M. Bozrov, V. N. Kurchenko, N. V. Romanenko; edited by V. M. Bozrov. - Moscow: Yurayt Publishing House, 2022. - 198 p. - (Higher education). — ISBN 978-5-534-13904-4. - Text: electronic // Educational platform Urayt [website]. — URL: <https://urait.ru/bcode/496777>

Additional readings:

Samples of documents of prosecutorial internship in 2 volumes: a practical guide / A. E. Buksman [and others]; under the general editorship of A. E. Buksman, O. S. Kapinus; under the scientific editorship of A. Yu. Vinokurov. - 4th ed., revised. and additional - Moscow: Yurayt Publishing House, 2022. - 308 p. — (Professional practice). — ISBN 978-5-534-14203-7. — Text: electronic // Educational platform Urayt [website]. — URL: <https://urait.ru/bcode/490462>

Borozdina, G. V. Psychology and ethics of business communication: textbook and workshop for universities / G. V. Borozdina, N. A. Kormnova; under the general editorship of G. V. Borozdina. - Moscow: Yurayt Publishing House, 2022. - 463 p. - (Higher education). - ISBN 978-5-534-01527-0. — Text: electronic // Educational platform Urayt [website]. — URL: <https://urait.ru/bcode/488632>

Professional ethics: workshop: textbook / comp. E.A. Tereshchenko, L.M. Balakireva, V.M. Volkova, T.V. Vorotilin and others - Stavropol: NCFU, 2018. - 92 p. : ill. - Bibliography. With. 64-69. ; The same [Electronic resource]. - URL: <http://biblioclub.ru/index.php?page=book&id=563340> (09.08.2019).

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/>

Databases and search engines:

1. Federal Register of Regulatory Legal Acts of the Russian Federation (Ministry of Justice of Russia) http://zakon.scli.ru/ru/legal_texts/index.php
2. Official Internet Portal of Legal Information <http://pravo.gov.ru/pcpi>
3. Website of the Supreme Court of the Russian Federation <http://www.vsrfr.ru>

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

1. Regulations on Internships for Students in the Federal State Educational Institution of Higher Education "Peoples' Friendship University of Russia" and Approval of Internship Report Forms;
2. Safety regulations required for the internship (health and safety briefing).
3. Machinery and principles of operation of technological production equipment used by students during their internship; flow charts, regulations, etc. (if necessary).
4. Internship diary guidelines and 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:

9. 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).

DEVELOPER:

Associate Professor of the
Department of Criminal Law, Criminal
Procedure and Forensics

Alexandra S. Vasilenko

position, educational department

signature

name and surname.

Head of the
criminal law, criminal procedure
and Forensics Department

Olga Al. Kuznetsova

educational department

signature

name and surname.

HEAD OF HIGHER EDUCATION PROGRAMME:

Director of the Law Institute

Sergei B. Zinkovskiy

position, educational department

signature

name and surname