



**Faculty of
Chemistry and
Geosciences**

TECHNOLOGICAL INTERNSHIP IN PHARMACEUTICAL COMPANY

2024–2025 academic year

The internship is organized according to:

[Vilnius University Study Internship Regulations](#) (new regulations from 2023-01-31)

Vilnius
universitetas

Information about the technological internship:

<https://www.chgf.vu.lt/en/studies/technological-practice>

The screenshot displays the website for the Faculty of Chemistry and Geosciences. The navigation menu includes 'About', 'Studies', 'Research', 'International Relations', 'Contacts', and 'Conferences'. The 'Studies' dropdown menu is open, with 'Technological Internship' highlighted. The main content area features a heading 'Technological Internship' and a list of topics: 'PHARMACEUTICAL COMPANY', 'TRY PROGRAMME (3rd semester)', 'Regulations', and 'Internships in Lithuania and abroad'. A vertical sidebar on the left lists various study-related topics, with 'Technological Internship' selected. A vertical social media bar on the right contains icons for Facebook, Instagram, and LinkedIn. At the bottom, a dark blue navigation bar contains several menu items with right-pointing arrows: 'INTERNSHIP MEETING', 'INTERNSHIP PERIOD', 'INTERNSHIP INSTITUTION', 'REGISTRATION IN PRACTICE SYSTEM AND SIGNING OF THE AGREEMENT', 'ASSESSMENT OF INTERNSHIP', and 'ERASMUS+ INTERNSHIP'.

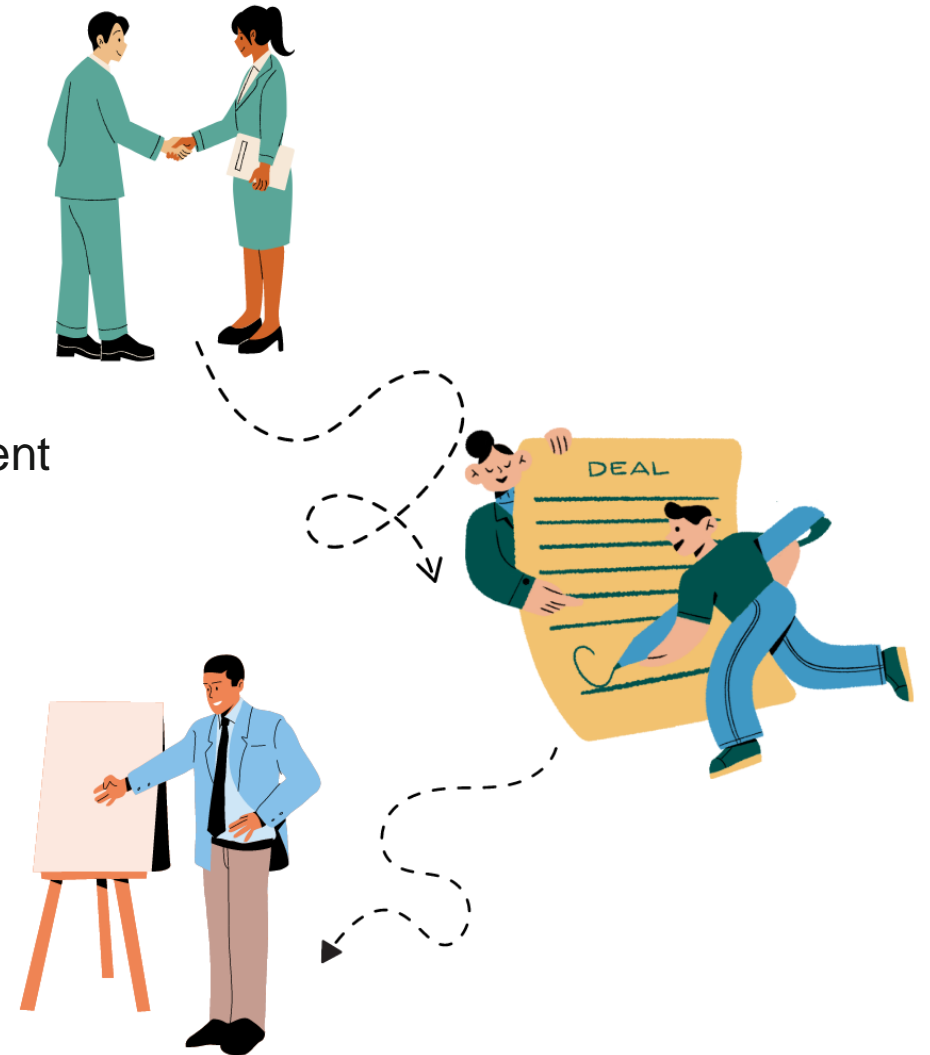
Internship period

Study program		Internship period	
Pharmaceutical chemistry	Master	2024-09-02 – 2024-10-27	2 months, 40 hours per week

Lectures will start **on October 28 (Monday), 2024.**

Organization steps of the technological internship:

- I. Selection of the internship placement
- II. Registration in the practice system and signing of the agreement
- III. Assessment of the internship



I. SELECTION OF THE INTERNSHIP PLACEMENT

I. Internship placement

Find a company / institution for the practice **by yourself** in Lithuania or abroad in the frame of Erasmus+ programme

or

Log-in in the **practice system** and apply for placements, which are published by companies / institutions

PRACTICE SYSTEM:
<https://mif.vu.lt/chgf/praktika>

I. Internship placement

The list of VU CHGF recommended placements for the technological internship:

(You could find other company or institution in Lithuania or abroad (in the frame of Erasmus+ programme)):

1. State Research Institute Center for Physical Sciences and Technology (e-mail ieva.druteikyte@ftmc.lt);
2. Customs Laboratory of Republic of Lithuania (e-mail katazyna.lukasevic@lrmuitine.lt, jurgita.kunej@lrmuitine.lt);
3. National Public Health Surveillance Laboratory (e-mail brigita.padegimaite@nvspl.lt; virginijus.keturka@nvspl.lt);
4. National Food and Veterinary Risk Assessment Institute of Lithuania (e-mail vaidute.raisyte@vmvt.lt);
5. National Cancer Institute (e-mail kestutis.suziedelis@gf.vu.lt);
6. UAB „Thermo Fisher Scientific Baltics“ (e-mail edvin.stankevic@thermofisher.com);
7. UAB „Innovita Research“ (e-mail info@innovitaresearch.com; egle.zulinaite@innovitaresearch.com);
8. AB „Innovative Pharma Baltics“ (e-mail ovidijus@innovative.lt);
9. UAB „Sanobiotec“ (e-mail renaldas@sanobiotec.com);
10. State Plant Service under the Ministry of Agriculture (e-mail kristina.valioniene@vatzum.lt);
11. UAB „Sicor Biotech“ (e-mail info@sicor.lt);
12. ...

I. Internship placement

- **Vilnius University information about internships in Lithuania and abroad:**
<https://www.vu.lt/en/studies/academic-info-for-students/internships-traineeships>
- **Erasmus+ traineeships:**
<https://www.vu.lt/en/studies/academic-info-for-students/internships-traineeships/erasmus-traineeship#duration-of-the-traineeship>

Deadlines of applications:

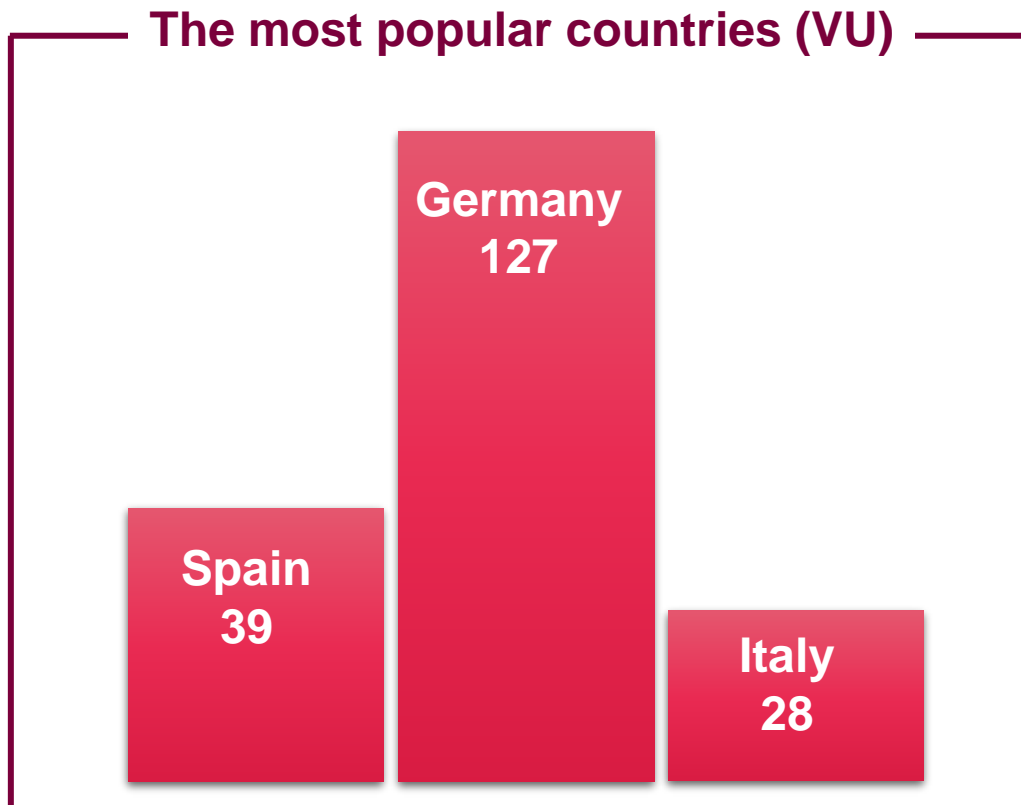
It is recommended to apply **at least 2 months** before the desired beginning of the traineeship.

Country groups	Erasmus+ traineeship grant per month
I group: Ireland, Denmark, Iceland, Liechtenstein, Luxembourg, Norway, Finland, Sweden	824 EUR
II group: Austria, Belgium, Greece, Italy, Spain, Cyprus, Malta, Netherlands, France, Portugal, Germany	824 EUR
III group: Bulgaria, Czech Republic, Estonia, Croatia, Latvia, Poland, Macedonia, Romania, Serbia, Slovakia, Slovenia, Turkey, Hungary	756 EUR

Duration of Erasmus+ traineeship:

From 2 to 12 months

I. Internship placement



In 2023, CHI students selected the following countries for their internships:

- Institute of Low Temperature and Structural Research (**Poland**)
- University of Aveiro (**Portugal**)
- BioQuant, Heidelberg University (**Germany**)
- Charles University (**Czech Republic**)
- RTU Institute of General Chemical Engineering, Riga Technical University (**Latvia**)
- University of La Laguna (**Spain**)
- Paul Scherrer Institute (**Switzerland**)
- Nurservicio (**Italy**)

I. Internship placement

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Do you have any questions about the Erasmus+ internship?

Erasmus+ internship coordinator at the Institute of Chemistry
Gintarė Rimkutė

Contacts:

e-mail gintare.rimkute@chgf.vu.lt

phone +370 (5) 219 3022

Adress:

Room 221

Naugarduko str. 24, Vilnius



Internship supervisors

The internship of the student must be supervised by two internship supervisors:

- the internship supervisor of the company / institution (the employee appointed in the agreement);
- the university supervisor at the faculty (the lecturer appointed at the Department).

Departments	Supervisors at the faculty
Department of Analytical and Environmental Chemistry	doc. dr. Vilma Olšauskaitė
Department of Physical Chemistry	prof. dr. Aušra Valiūnienė
Department of Inorganic Chemistry	doc. dr. Virgaudas Kubilius
Department of Organic Chemistry	doc. dr. Virginija Jakubkienė
Department of Polymer Chemistry	prof. dr. Saulutė Budrienė
Department of Applied Chemistry	doc. dr. Živilė Stankevičiūtė

[Contacts](#)

University supervisors

Vilniaus
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Department of Analytical and
Environmental Chemistry



doc. dr. Vilma Olšauskaitė

Department of
Physical Chemistry



prof. dr. Aušra Valiūnienė

Department of
Inorganic Chemistry



doc. dr. Virgaudas Kubilius

Department of
Organic Chemistry



doc. dr. Virginija Jakubkienė

Department of
Polymer Chemistry



prof. dr. Saulutė Budrienė

Department of
Applied Chemistry



doc. dr. Živilė Stankevičiūtė

II. REGISTRATION IN THE PRACTICE SYSTEM AND SIGNING OF THE AGREEMENT

II. Registration in the practice system and signing of the agreement

When the internship placement is found, the student must:

Before filling the agreement in the [Practice System](#), students must combine the subject and results of the internship with the company / institution and the university internship supervisor of the Institute of Chemistry (*you can send them to supervisors by email*);

The work done during the internship must be related to the knowledge and practical skills acquired during the Pharmaceutical Chemistry.

Registration in the [Practice System](#) must be completed **by June 30, 2024**, while the internship agreement submission (collection of signatures) deadline is **on August 23, 2024**.

II. Registration in the practice system and signing of the agreement

The aim and expected results of the internship

A bad example of the aim:

- to do the technological internship

Good examples of the aim:

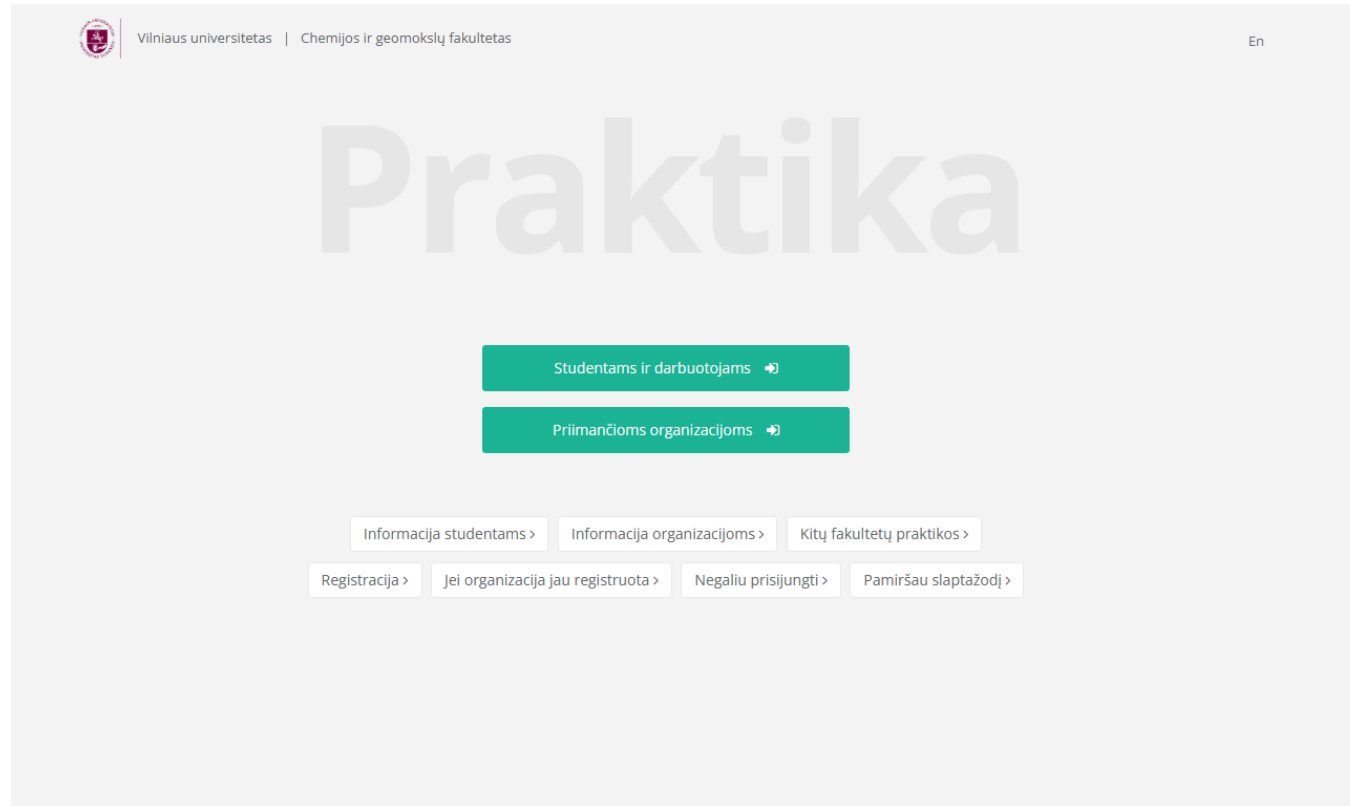
- the functionalization of enzymes with electrochemically active groups and application in biosensors
- the synthesis and investigation of nanoliposomes enriched with bioactive compounds of plant origin
- ...

An example of expected results of the internship:

1. Literature analysis of bioavailability of plant compounds and selection of compounds for liposome formation;
2. Optimization of the nanoliposome synthesis protocol;
3. Characterization of nanoparticles.

II. Registration in the practice system and signing of the agreement

Practice system: <https://mif.vu.lt/chgf/praktika>



II. Registration in the practice system and signing of the agreement

Internship registration procedure:

- After a student fills out and submits the agreement in the [Practice System](#), the internship coordinator reviews and registers it.
- Internship agreements are signed with **an electronic qualified signature*** (SMART-ID, mobile signature or chip card);
- The internship coordinator uploads the agreement to the document management system "Avilys" and sends the signing link to the email addresses of the student (), company / institution manager, and the dean of the Faculty of Chemistry and Geosciences. The registered and signed agreement is then sent to the student and internship institution/company via email.
- The internship agreement must be signed **at least 3 business days** before the start of the internship.

* If the student or the head of the internship company / institution does not have the opportunity to sign the internship agreement with an electronic qualified signature, the agreement can be concluded **by signing it in the written form in 3 (three) counterparts**, of which each shall have the same legal effects, one counterpart for each party or **by exchanging signed and scanned copies of the agreement in PDF format** using the following e-mail addresses.

Before signing the Agreement, it is important to clarify with the representative / manager of the practice placement, whether they have the possibility to sign the contract with an electronic qualified signature.

II. Registration in the practice system and signing of the agreement

The screenshot shows a web interface for a student. On the left is a navigation menu with items: Nauja praktika, Organizacijos, Pasiūlymai, Aplikavimai, Praktikos, Dokumentai, Įvertinimai, and Profilis. The main content area is divided into two sections. The top section, titled 'Planas', contains a green message box stating 'Jums galioja praktikos planas.' Below it is a table with the following data:

Tipas	Registracija	Praktika	Apimtis
Individualus planas	2023.04.25 - 2023.06.30	2023.09.04 - 2023.12.10	15 kreditų (12 savaitių, po 40 valandų per savaitę)

Below the table is a '< Grįžti' button. The bottom section, titled 'Nauja praktika', contains a table with options for practice:

Tolimesni veiksmai...		
Nežinau kur atliksiu praktiką	Jeigu jums reikia atlikti praktiką, bet dar nežinote kur ją atlikti. Galite pasinaudoti mūsų duomenų bazėje skelbiamais praktikų pasiūlymais. Apmokite jį jums patinkančius pasiūlymus.	Eiti į pasiūlymus >
Turiu savo praktikos vietą	Jeigu jau turite susiradęs(-usi) praktikos vietą kurioje nors LR registruotoje organizacijoje ar įmonėje (neskaitant VU), registruokite savo praktiką pasirinkdami šį punktą.	Mano praktika >
VU praktika	Jeigu praktiką planuojate atlikti Vilniaus universitete pasirinkite šį punktą.	VU praktika >
Užsienio praktika	Ši funkcija dar neįgyvendinta.	Užsienio praktika >

The buttons 'Eiti į pasiūlymus >' and 'Mano praktika >' are circled in red, with the word 'or' placed between them.

II. Registration in the practice system and signing of the agreement

Studentas	
Pavadinimas	Trišalė sutartis
Šablonas	T3.chgf.v1
Sukurta	2024.04.17
Organizacija	Valstybinis mokslinių tyrimų institutas Inovatyvios medicinos centras
Praktika	
Registracijos data	
Registracijos nr.	
Pasirašymo data	
Parašas	Pasirašomas ranka
Būsena	Dokumentas pildomas

[< Grįžti](#) [Peržiūrėti](#) [Pildyti](#) [Pateikti >](#) [Atsisiųsti ▾](#) [Nuorodos ▾](#)

„Fill in“

II. Registration in the practice system and signing of the agreement

Vilniaus
universitetas

Student practical training agreement

Example from
last year



STUDENTO PRAKTINIO MOKYMO SUTARTIS

Vilniaus universitetas (toliau – Universitetas), atstovaujamas Chemijos ir geomokslų fakulteto dekano prof. habil. dr. Aivaros Kareivos, veikiančio pagal įgaliojimą, UAB "Froceth" (toliau – priimanti organizacija), atstovaujama direktoriaus Vaido Vilmanto, veikiančio (-ios) pagal įgaliojimą, ir studentas "Farmacinė chemija" (magistrantūros) 1 kursas, **Vardas Pavardė** gimimo data, adresas. (toliau kartu vadinami šalimis), sudaro šią sutartį:

I Skyrius

BENDROSIOS NUOSTATOS

- Ši sutartis sudaroma visam praktinio mokymo priimančioje organizacijoje (toliau – praktika) laikotarpiui.
- Studentas atlieka praktiką pagal studijų programą ir suderintas praktikos užduotis. Vadovaujantis studijų programa šioje sutartyje nurodoma:
 1. praktikos tikslas – Vaistinio preparato veikimo mechanizmo supratimas;
 2. numatomi praktikos rezultatai:
Išsiaiškinti, kaip egzosomos pagrindu parengti vaistiniai preparatai veikia organizmo lygmeniu, kai jie patenka į ląsteles ir kokie cheminiai procesai vyksta organizme po jų vartojimo
 - 2.3. praktikos trukmė – praktika prasideda 2023-09-04 ir baigiasi 2023-10-29, praktikos apimtis – 15 kreditų (8 savaitės, po 40 valandų per savaitę);
 - 2.4. kitos praktikos atlikimo sąlygos ir tvarka – nėra.

II Skyrius

ŠALIŲ ĮSIPAREIGOJIMAI

PAIVIRTINTA

Vilniaus universiteto studijų prorektorius
2023 m. vasario 1 d. įsakymas Nr. R-44
(Vilniaus universiteto studijų prorektorius
2023 m. balandžio 25 d. įsakymo Nr. R-166 redakcija)

STUDENT PRACTICAL TRAINING AGREEMENT

Vilnius University (hereinafter – University), represented by prof. habil. dr. Aivaras Kareiva, the Dean of the Faculty of Chemistry and Geosciences, acting in accordance with warrant, UAB "Froceth" (hereinafter – host organization), represented by Vaidas Vilmantas, director, acting in accordance with warrant, and the student "Pharmaceutical Chemistry" (Master studies) 1st year, **Name Surname** birth date, address (hereinafter jointly referred to as parties), have concluded this agreement:

I. GENERAL PROVISIONS

- This agreement shall be concluded for the whole period of practical training at the host organization (hereinafter – internship).
- The student shall perform the internship in compliance with the study program and the agreed-upon internship tasks. Pursuant to the study program, this agreement shall include:
 - 2.1. the aim of the internship – Understanding the mechanism of action of a pharmaceutical preparation;
 - 2.2. expected results of the internship:
To understand how pharmaceutical preparations developed based on exosomes work at the level of the organism, when they enter cells, and what chemical processes occur in the body after their administration.
 - 2.3. the duration of the internship – the internship starts on 2023-09-04 and ends on 2023-10-29, the volume of the internship – 15 credits (8 weeks, 40 hours per week);
 - 2.4. other terms and conditions of the internship – none.

II. Registration in the practice system and signing of the agreement

Vilniaus
universitetas

Student practical training agreement

IV Skyrius BAIGIAMOSIOS NUOSTATOS

9. Ši sutartis gali būti pakeista tik rašytiniu visų šalių susitarimu. Sutarties pakeitimai yra neatsiejama šios sutarties dalis.
10. Ši sutartis gali būti nutraukiama:
- 10.1. jei studentas pašalinamas iš Universiteto, nutraukia studijas arba jam suteikiamos akademinės atostogos;
- 10.2. jei viena iš sutarties šalių pažeidžia šioje sutartyje nustatytus įsipareigojimus;
- 10.3. šalių susitarimu.
11. Sutarties šalis praneša kitoms sutarties šalims apie sutarties nutraukimą ne vėliau kaip prieš 10 dienų.
12. Visi ginčai sprendžiami šalių susitarimu, o nesutarus – teisme.
13. Ši sutartis įsigalioja nuo tos dienos, kai ją pasirašo paskutinioji iš šalių ir galioja iki praktikos atlikimo ir visų kitų įsipareigojimų pagal šią sutartį įvykdymo.
14. Ši sutartis sudaroma (pažymėti arba pabraukti reikalingą):
- įprasta rašytine forma pasirašant trimis egzemplioriais, turinčiais vienodą teisinę galią, po vieną kiekvienai sutarties šaliai;
- arba
- apsiikeičiant pasirašytomis ir skenuotomis sutarties kopijomis PDF formatu išsiunčiant elektroninio pašto adresais:
- Universiteto: -
- Priimančios organizacijos: -
- Studento: -
- arba
- šalims pasirašant kvalifikuotu elektroniniu parašu (sudarant ir pasirašant ADOC formato dokumentą). Nuorodos el. pasirašymui siunčiamos šiais elektroninio pašto adresais:
- Priimančios organizacijos: _____
- Studento: _____@chgf.stud.vu.lt
15. Esant neatitikimams tarp lietuviškos versijos ir jos vertimo į anglų kalbą, pirmenybė teikiama lietuviškai versijai.

property. If the results of intellectual activity cannot be attributed to a specific party (parties), these results of intellectual activity are considered the joint partial property of all parties. The parts of such intellectual property are determined in a separate agreement that is signed by the parties and provides for the use and disposal of such intellectual property objects and order of publication.

8. Personal non-property rights to intellectual property objects belong to the authors who created them.

IV. FINAL PROVISIONS

9. This agreement shall be amended only upon a written agreement of all parties. Amendments to the agreement shall be an integral part of the agreement.
10. This agreement shall be terminated providing the following:
- 10.1. if the student is expelled from the University, terminates their study agreement or takes an academic leave/suspend their studies;
- 10.2. if any of the parties is in breach of the obligations under this agreement;
- 10.3. upon mutual agreement between the parties.
11. Any party of the agreement shall notify other parties of the agreement about termination of the agreement no later than within 10 days prior the termination.
12. All disputes shall be solved by mutual agreement; if the agreement shall not be reached – in court.
13. This agreement comes into force from the day it is signed by the last of the parties and shall remain valid until the end of the internship and the fulfilment of all other obligations under this agreement.
14. The agreement is concluded (please tick or underline one):
- by signing it in the written form in 3 (three) counterparts, of which each shall have the same legal effects, one counterpart for each Party;
- or
- by exchanging signed and scanned copies of the Agreement in PDF format using the following e-mail addresses:
- The University: -
- The host Organization: -
- The student: -
- or
- by qualified electronic signature (creating and signing an ADOC document). Links for electronic signing are sent to the following e-mail addresses:
- The host Organization: _____
- The student: _____@chgf.stud.vu.lt
15. The Lithuanian version shall prevail in case of any discrepancy between the Lithuanian version and its English translation.

Example from
last year

II. Registration in the practice system and signing of the agreement

The agreement must be signed by:

Student

Head of the internship company

Dean of the Faculty of Chemistry and
Geosciences

III. ASSESSMENT OF THE INTERNSHIP

III. Assessment of the internship

At the end of the internship:


1. Send a written report to the university internship supervisor by email (the deadline is **November 10, 2024**);
2. The internship supervisor of the company / institution must complete the student's internship evaluation questionnaire;
3. Students also must complete a questionnaire;
4. Present the report of the internship.

III. Assessment of the internship

1. **The report of the internship** must be prepared according to the example provided by the faculty.

If you have any questions about the preparation of the report, you should contact the university internship supervisor.

Student must send **a written report (in PDF)** to the university internship supervisor by email (the deadline is **November 10, 2023**).



VILNIUS UNIVERSITY
FACULTY OF CHEMISTRY AND GEOSCIENCES
INSTITUTE OF CHEMISTRY
NAME OF THE DEPARTMENT

Name Surname
Degree programme
Technological Internship Report

TITLE OF THE REPORT

Internship place:
_____ (Institution/company name)

Supervisor of internship:
_____ (Company representative – name, surname, position)

Supervisor of internship:
_____ (University representative – scientific degree, name, surname)

Vilnius 20XX

III. Assessment of the internship

2. Student's internship evaluation questionnaire for the supervisor of the company / institution. The student must inform the internship supervisor the head of the company / institution that at the end of the internship he / she will be sent an electronic evaluation questionnaire. The data of the completed questionnaire automatically enters the database, so it does not need to be printed.

Attention! All students must have filled in the registration form in the practice system and correctly indicated the e-mail address of the head of the company / institution, where the electronic evaluation questionnaire will be sent to him / her.

3. Technological internship evaluation questionnaire for the student. Students fill out the internship place evaluation questionnaire by logging in to the internship system. Students will be informed about the permission to fill in the questionnaire by e-mail.

III. Assessment of the internship

4. After submitting the internship report in writing, students will have to present it orally to a commission.

Students must prepare oral presentations with PowerPoint slides (5–7 minutes).

The assessment of technological internship for students of Pharmaceutical Chemistry will take place on **November 25–29, 2024.**

III. Assessment of internship

If you have taken an Erasmus+ placement abroad:

- After returning from traineeship, a copy of “After the mobility” should be delivered to the study coordinator **Rūta Aukštakojtė** (the original document is shown, then delivered to VU Student Affairs and Career Office for **Gina Jagelavičiūtė** (e-mail gina.jagelaviciute@cr.vu.lt)).

Career Guidance

Vilniaus
universitetas

All career services at Vilnius University are **free** of charge to the University students and alumni.
Do you have questions? Contact Career Centre: karjeroscentras@vu.lt, į Saulėtekio ave. 9, III r., 104 room.

Career counseling

- stress management
- career planning
- preparation of CVs and motivation letters
- search of job / internship
- self-acquaintance

Participate in training

- [Webinar on CV writing and job interview](#) (EN)
- [Pasiruošk greitajam darbo pokalbiui](#) (LT)
- [Nail that job interview!](#) (EN)
- [Tips for Application Tools in Lithuania](#) (EN)

Feedback about your CV

- be confident concerning the quality of your CV and motivation letter
- get advice for its improvement in person or via e-mail



Vilniaus universitetas



If you have more questions, please contact:

study coordinator Rūta Aukštakojtė

(e-mail: ruta.aukstakojte@chgf.vu.lt, phone: +370 5 219 3104)