

# Guide for Students

## – *Using the Connect platform* –

The **CONNECT** platform provides companies, students, and professors with an efficient and organized framework for managing internships. It is administered by the **National University of Science and Technology** and can be accessed at <https://connect.upb.ro/>.

**The steps a student must follow on the CONNECT platform to register for an internship are as follows:**

1. Login and profile editing.
2. Applying for internships and accepting an internship.
3. Downloading and signing the Tripartite Framework Convention.
4. Completing the internship report.
5. Uploading the internship certificate.
6. Internship evaluation.

**1. Login and profile editing.** For authentication, students will use the same credentials as for the course platform of the National University of Science and Technology Politehnica Bucharest.

National University of Science and Technology POLITEHNICA Bucharest  
presents

Connect

Login Sign up

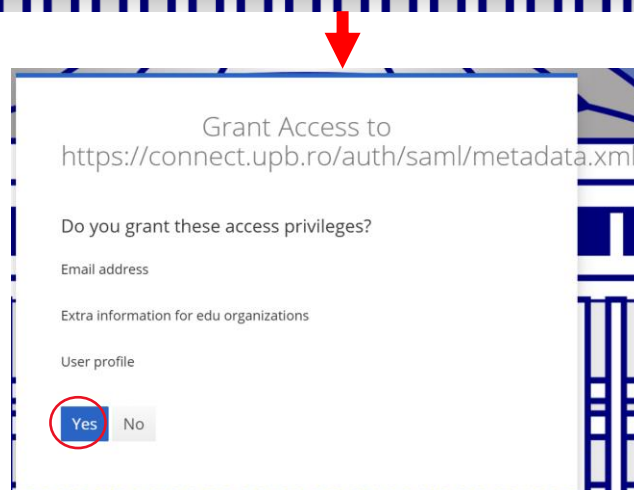
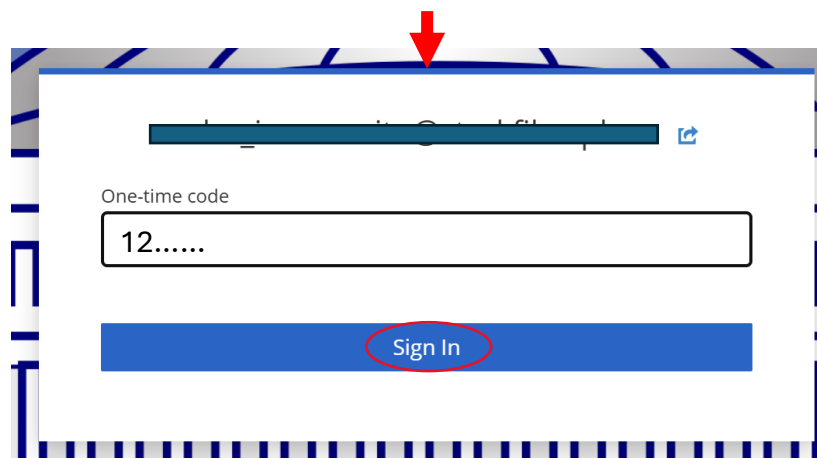
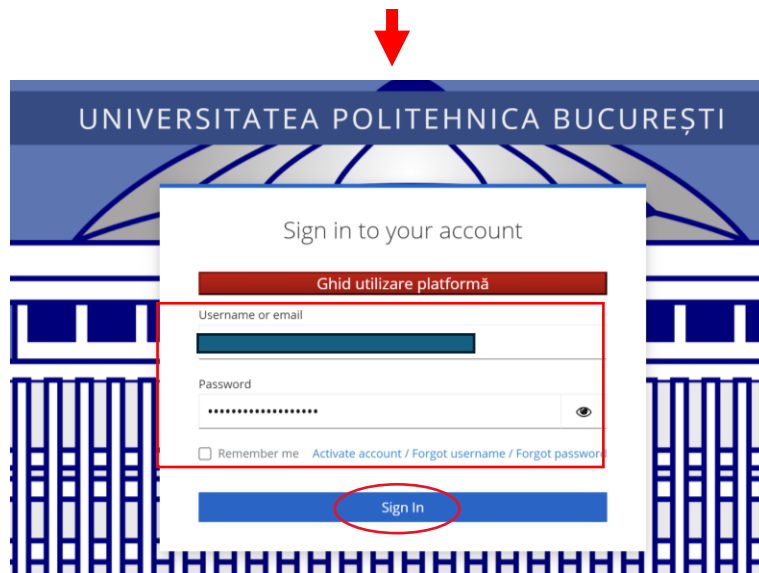


Academic user Company

Login with credentials

Login

Account activation guide



### **ATTENTION!**

**When editing your profile, it is mandatory to correctly select your study program and group. If these are not selected correctly, you will not have access to the internship proposals targeting the respective study programs. Additionally, an incorrect group selection will result in not being assigned to the professor coordinating students from your year and group.**



National University of Science and Technology POLITEHNICA Bucharest

Study program  
To be able to use the platform, it is necessary to specify your current study program.

Field of study

- Design Industrial
- Echipamente pentru Procese Industriale
- Inginerie Economică in Domeniul Mecanic
- Mașini și Sisteme Hidraulice și Pneumatice
- Mecanică Fină și Nanotehnologii
- Mecatronică
- Optometrie
- Sisteme și Echipamente Termice

6,747 enrolled students   880 partner companies   9,438 offers   190 involved professors



National University of Science and Technology POLITEHNICA Bucharest

Study program  
To be able to use the platform, it is necessary to specify your current study program.

Design Industrial

Save



National University of Science and Technology POLITEHNICA Bucharest

GDPR  
To be able to use the platform, it is necessary to give your consent for the processing of your personal data. For more details, click [here](#).

I agree for my profile to be public to companies

Accept

Success  
Save was successful!



EN

Faculty of Mechanical Engineering and Mechatronics

E-mail


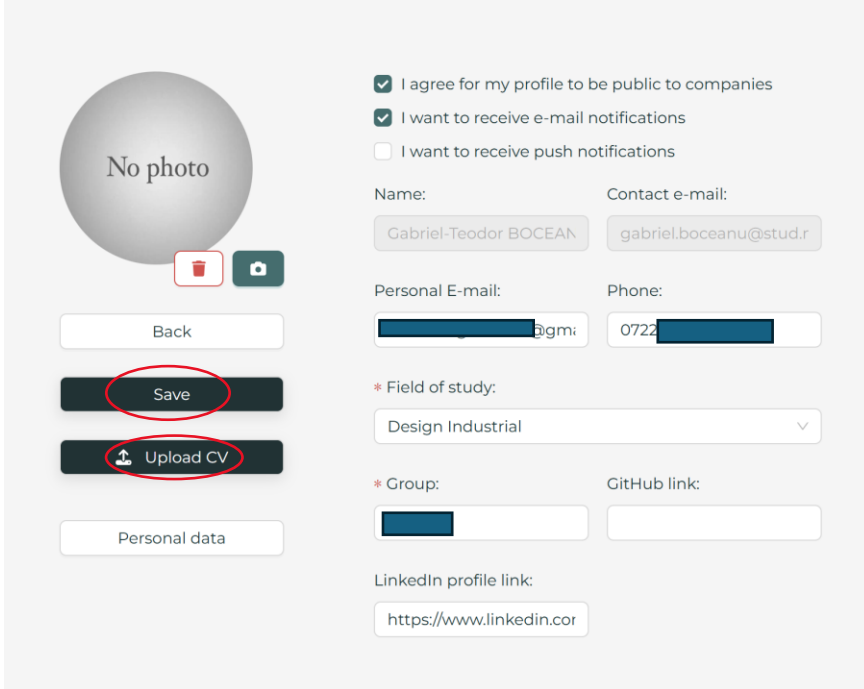
Edit user

connect

Pages  
Home  
Frequent questions  
Students guide  
Companies guide  
Professors guide


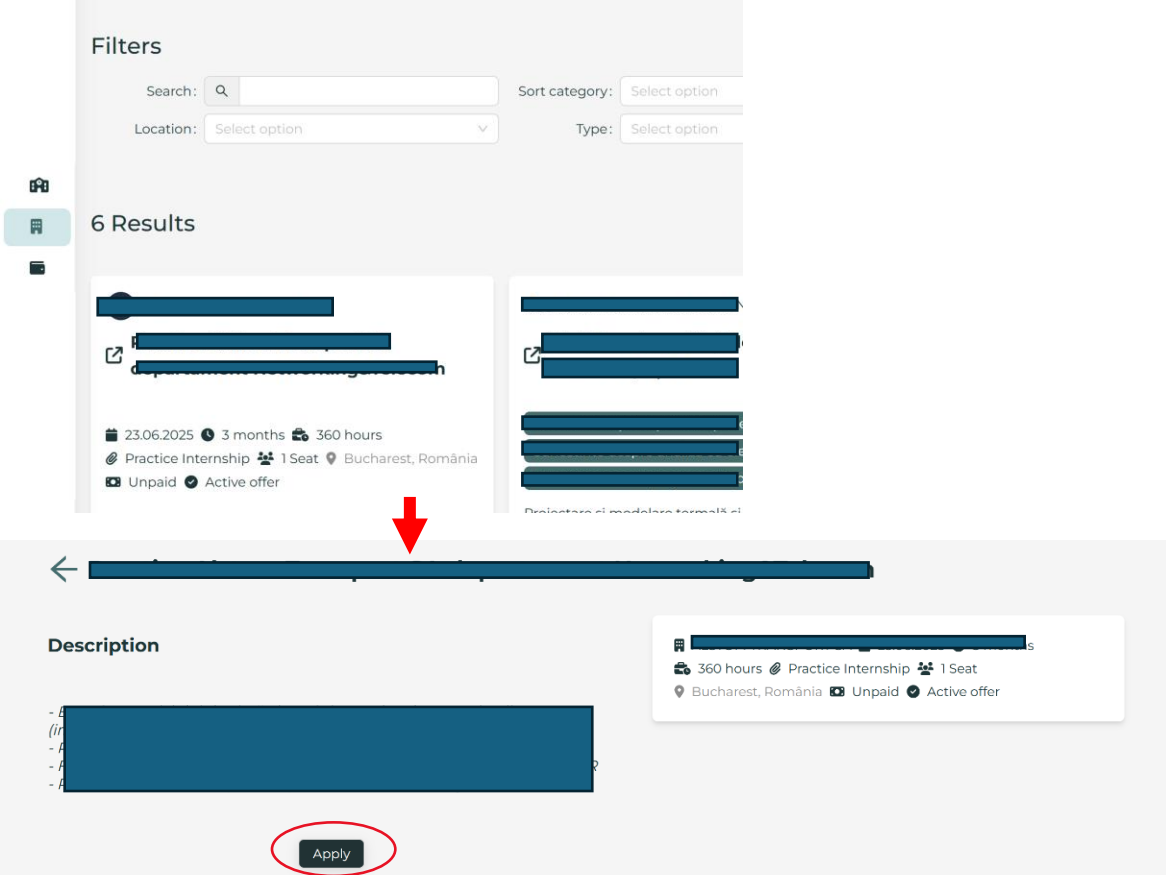
Legal  
Terms and conditions  
Privacy policy  
Support

RESCDI

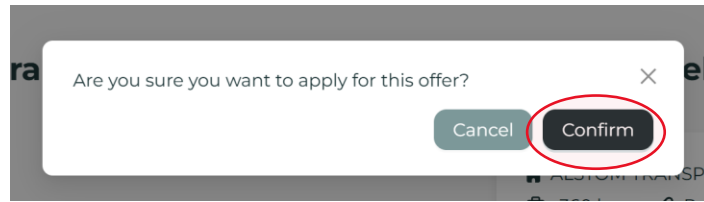
  



The image shows a user profile form. On the left, there is a circular placeholder for a profile picture with the text "No photo" and icons for deleting and uploading a photo. Below this are buttons for "Back", "Save", "Upload CV", and "Personal data". The "Save" and "Upload CV" buttons are circled in red. On the right, there are several form fields: three checkboxes for profile visibility and notifications, fields for Name, Contact e-mail, Personal E-mail, and Phone, a dropdown menu for "Field of study" (set to "Design Industrial"), fields for "Group" and "GitHub link", and a field for "LinkedIn profile link" (set to "https://www.linkedin.cor").

**2. Applying for Internships and Accepting a Company Offer.** Students can view and apply only for internship proposals added by companies that match their study program and year of study. Each student has the option to apply to multiple companies and may be selected by several of them. However, they can accept only one offer.

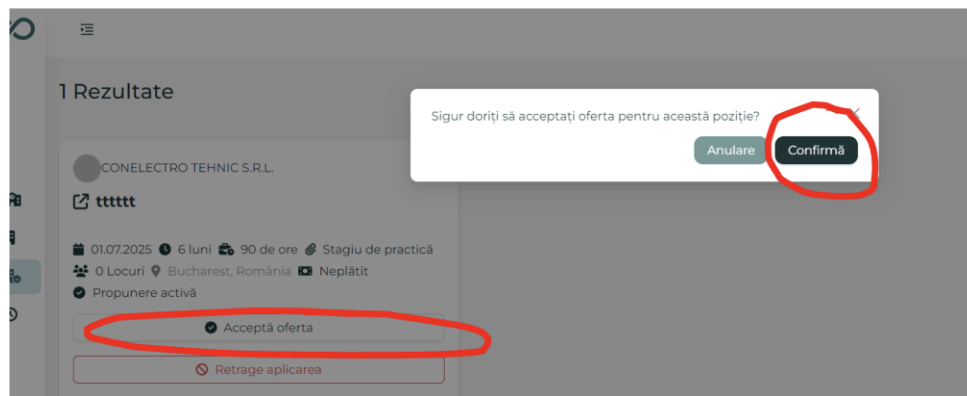
  


The image shows a search results page for internships. At the top, there are "Filters" with search, location, sort category, and type options. Below, it says "6 Results". One result is expanded to show details: "23.06.2025", "3 months", "360 hours", "Practice Internship", "1 Seat", "Bucharest, România", "Unpaid", and "Active offer". Below the details is a "Description" section with a large blue redacted area. At the bottom, there is a blue bar with a back arrow and an "Apply" button circled in red.



After applying for an offer, a new tab will appear on the left navigation menu:  Here, you can withdraw your applications (but you cannot apply again after withdrawing), or you can accept an offer from a company that selected your application.

*(Since I cannot proceed to this step without a real offer, the following screenshots will be in Romanian, taken from the original guide.)*



**3. Generating and Signing the Tripartite Framework Convention.** Downloading and signing the Tripartite Framework Convention is the sole **responsibility of the student**. The student must:

- Download the convention from the platform.
- Print three copies and sign them.
- Present the documents to the company for signing and stamping (electronically certified signatures are not accepted).
- Submit all three signed copies to the internship coordinator professor.

The professor will forward the documents to the dean's office for signing. Once signed, the professor will return two copies to the student:

- One copy remains with the student.
- One copy must be submitted by the student to the company.

**ATTENTION!**

**Once the convention has been generated, the student can no longer withdraw from the internship and will no longer be allowed to apply for other internships offered by different companies.**

(From your application, download the Tripartite Framework Convention)

Retrage aplicarea

Descriere

tttt

Status documente

Statut atestat de practică: Negenerat

Statut caiet de practică: Negenerat

Schimbare tutore

**Descarcă convenția de practică**


Completează caietul de practică

Încarcă caietul semnat

Încarcă atestatul semnat

Prin descărcarea acestui document îmi asum responsabilitatea de a semna documentul, de a obține semnăturile din partea companiei și de a aduce acest document în formă descărcată la facultate, **fără a modifica conținutul acestuia. Retragerea de pe această poziție nu mai este posibilă după descărcarea acestui document.**

Accept

 **UNIVERSITATEA NAȚIONALĂ DE ȘTIINȚĂ ȘI TEHNOLOGIE POLITEHNICĂ BUCUREȘTI**  
Facultatea de Inginerie Industrială și Robotică

Splaiul Independenței nr. 313,  
Sector 6 București 060042  
Web [www.upb.ro](http://www.upb.ro)

## CONVENȚIE-CADRU

privind efectuarea stagiului de practică în cadrul programelor de studii universitare de licență sau masterat

Prezenta convenție-cadru se încheie între:

- Universitatea Națională de Știință și Tehnologie POLITEHNICĂ București**, cu sediul în București, Str. Splaiul Independenței, nr. 313, sect. 6, cod postal 060042, telefon +4021 317 10 01, reprezentată legal prin Rector – Mihnea Cosmin COSTOIU, prin împuternicit **CRISTIAN-VASILE DOICIN** în calitate de **Decan al Facultății de Facultatea de Inginerie Industrială și Robotică, conform Deciziei nr. 406/15.05.2024** (denumită în continuare **Organizator de practică**),
- Societatea comercială, instituția centrală ori locală, persoana juridică** [redacted] cu sediul [redacted] 096, telefon: [redacted] [redacted] e Administrator, (denumită în continuare **Partener de practică**),
- Student** [redacted] etățean român, pe [redacted] PALA MADULAR [redacted] iuliu de practică B [redacted] tructurilor POLITEHN [redacted] re de Mașini [redacted] practicant).

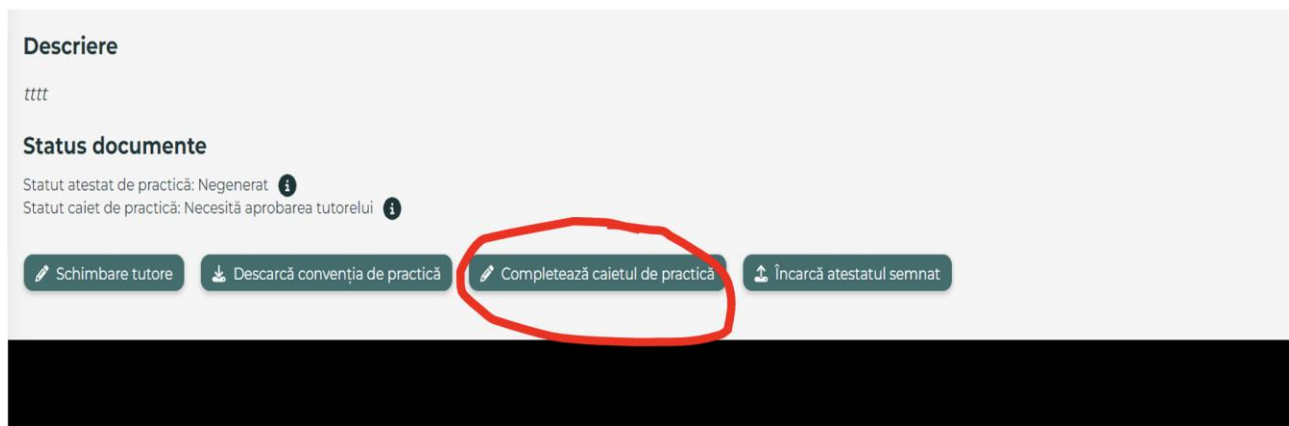
**Art. 1. OBIECTUL CONVENȚIEI-CADRU**

- Convenția-cadru stabilește cadrul în care se organizează și se desfășoară stagiul de practică și pentru formarea abilităților, spre a le aplica în concordanță cu specializarea pentru care se instruește, efectuat de practicant. Organizarea stagiilor de practică se realizează în conformitate cu prevederile Legii învățământului superior nr. 199/2023, cu modificările și completările ulterioare și Ordinului MECT nr. 3955/2008.

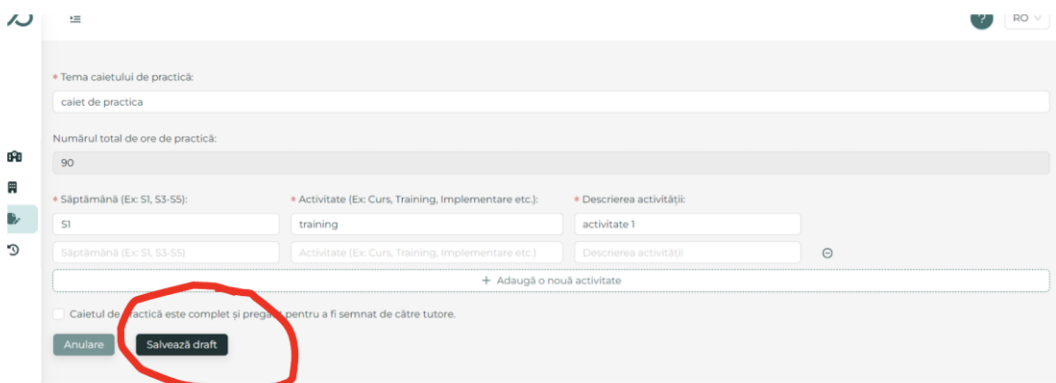
**4. Completing the Internship and the Internship Report.** The internship takes place during the period specified in the academic year calendar. A student may begin the internship only after the Tripartite Framework Convention has been signed by the student, the company, and the faculty.

The internship report can be completed either directly on the platform or as an editable document. If completed as an editable document, it must be uploaded to the CONNECT platform in PDF format.

**Attention: If the report is completed directly on the platform, the option to upload a PDF document will no longer be available.**



(select “Complete internship report” – or something similar to that)



(save draft)

Throughout the internship, complete the report with information from each week.

Once the internship report is completed, check the box labeled 'The internship report is complete and ready to be signed by the tutor'.

\* Tema caietului de practică:

caiet de practica

Numărul total de ore de practică:

90

\* Săptămână (Ex: S1, S3-S5): S1

\* Activitate (Ex: Curs, Training, Implementare etc.): training

\* Descrierea activității: activitate 1

Săptămână (Ex: S1, S3-S5) Activitate (Ex: Curs, Training, Implementare etc.) Descrierea activității

+ Aduagă o nouă activitate

Caietul de practică este complet și pregătit pentru a fi semnat de către tutore.

Anulare **Salvează**



Sigur doriți să salvați modificările?

Anulare **Confirmă**

After confirming, the internship report will be subject to approval by the company tutor and the professor responsible for the internship.

Filtre

Căutare după... :  Tip propunere:  Program de L.:  An:

Aplicare filtre Ștergere filtre

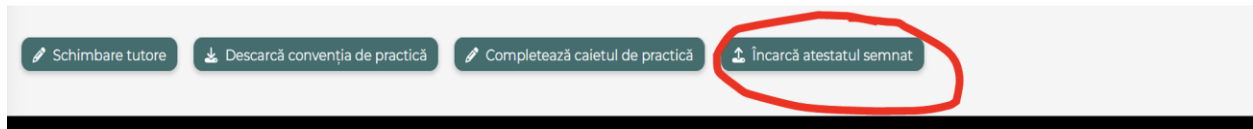
1 Rezultate

Nume	Nume propunere	Program de învățământ	An de studiu	Tip	Statut document propunere	Statut caiet de practică	Statut atestat de practică	Acțiuni
	ttttt	Tehnologia Construcțiilor de Mașini	L2	Stagiu de practică	Nu se aplică	<b>Necesită aprobarea tutorului</b>	regenerat	

(In the status tab, it will show 'Requires tutor approval.') – or something similar



**5. Uploading the Internship Certificate.** After the internship report has been approved by the company tutor and the professor responsible for the internship, the company tutor can complete and generate the internship certificate. The internship certificate, signed and stamped by the company representative, can be uploaded to the CONNECT platform by the student.



(upload signed certificate)

**6. Internship Evaluation.** After completing the internship, the student evaluation will take place in person at the faculty, during the period established by the academic year structure, according to the schedule set by the professor responsible for the internship.

The student is required to present the following portfolio at the evaluation exam:

- The signed convention
- The approved internship report
- The original signed internship certificate