

# Internship Program

## MBA in Education Center Management



Internship Program  
MBA in Education Center  
Management

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# 01

## Introduction to the Program

The Management of Education Centers is a fundamental pillar in improving the quality of education and institutional performance. In a context of increasing complexity, where social, technological and pedagogical demands evolve rapidly, professionals face the challenge of managing institutions efficiently, promoting innovation and ensuring academic excellence. Therefore, it is essential that specialists master the most innovative strategies to strengthen management in this area. Within this framework, TECH has created the present qualification, in which in 3 weeks the specialist will be integrated into a team versed in the Management of Education Centers to catch up on the latest trends in this field.

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*Thanks to this Internship Program, you will master the most innovative strategies to lead the Digital Transformation in Education Centers and you will improve your operational efficiency”*





Digital transformation has significantly impacted the management of educational centers, redefining management processes and interaction with the school community. In fact, a new report by the United Nations World Organization shows that the implementation of Information and Communication Technologies in the academic environment not only optimizes operational efficiency, but also improves decision-making and personalization of learning. For this reason, specialists need to develop advanced skills to handle these technological tools with maximum efficiency.

In this context, TECH has designed a pioneering program that consists of a 120-hour stay in a reference center in the field of Education Center Management. Thanks to this, over the course of 3 weeks, graduates will become part of a team of specialists of the highest level, with whom they will work actively in strategic planning, administrative management and process optimization in a real educational environment.

In addition, during their stay, students will be supported by an assistant tutor who will ensure that all the requirements for which this Internship Program has been designed are met. On this basis, the specialist will work with total guarantee and security in the handling of the most innovative educational technology.



# 02

## Why Study at TECH?

TECH is the world's largest online university. With an impressive catalog of more than 14,000 university programs, available in 11 languages, it is positioned as a leader in employability, with a 99% job placement rate. In addition, it has a huge faculty of more than 6,000 professors of the highest international prestige.

“

*TECH combines Relearning and the Case Method in all its university programs to guarantee excellent theoretical and practical learning by studying when you want and from wherever you want”*





“

*Study at the largest online university in the world and ensure your professional success. The future begins at TECH”*

### The world's best online university according to FORBES

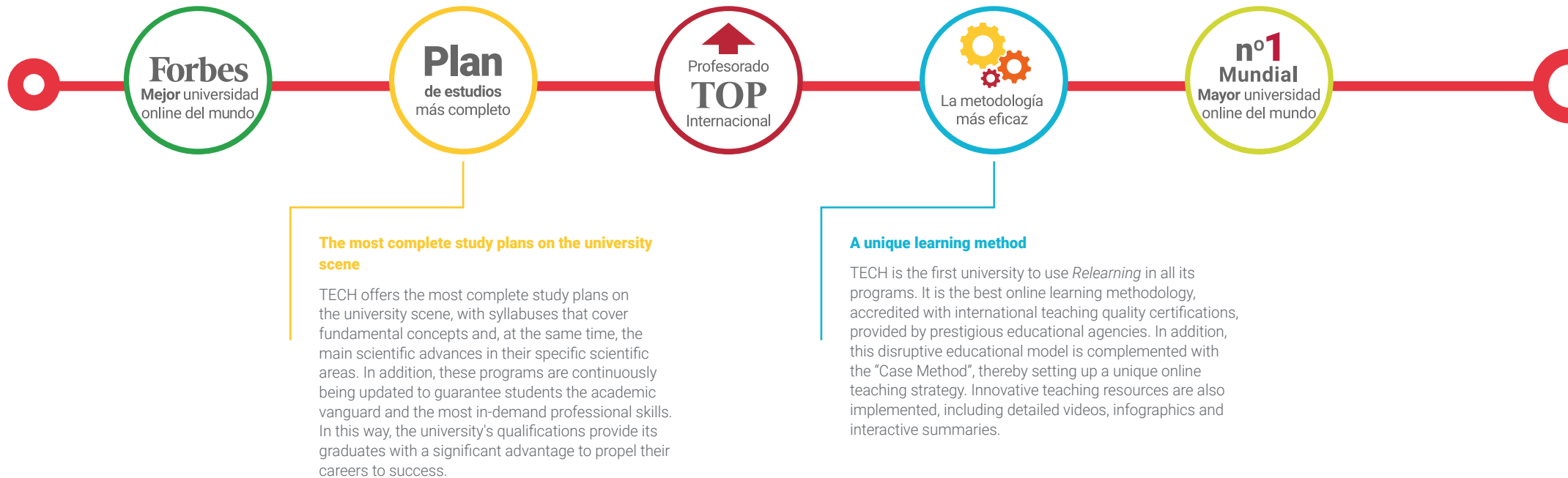
The prestigious Forbes magazine, specialized in business and finance, has highlighted TECH as "the world's best online university" This is what they have recently stated in an article in their digital edition in which they echo the success story of this institution, "thanks to the academic offer it provides, the selection of its teaching staff, and an innovative learning method aimed at educating the professionals of the future"

### A world-class teaching staff

TECH's teaching staff is made up of more than 6,000 professors with the highest international recognition. Professors, researchers and top executives of multinational companies, including Isaiah Covington, performance coach of the Boston Celtics; Magda Romanska, principal investigator at Harvard MetaLAB; Ignacio Wistumba, chairman of the department of translational molecular pathology at MD Anderson Cancer Center; and D.W. Pine, creative director of TIME magazine, among others.

### The world's largest online university

TECH is the world's largest online university. We are the largest educational institution, with the best and widest online educational catalog, one hundred percent online and covering the vast majority of areas of knowledge. We offer a large selection of our own degrees and accredited online undergraduate and postgraduate degrees. In total, more than 14,000 university degrees, in eleven different languages, make us the largest educational largest in the world.





**The official online university of the NBA**

TECH is the official online university of the NBA. Thanks to our agreement with the biggest league in basketball, we offer our students exclusive university programs, as well as a wide variety of educational resources focused on the business of the league and other areas of the sports industry. Each program is made up of a uniquely designed syllabus and features exceptional guest hosts: professionals with a distinguished sports background who will offer their expertise on the most relevant topics.

**Leaders in employability**

TECH has managed to become the leading university in employability. 99% of its students obtain jobs in the academic field they have studied, within one year of completing any of the university's programs. A similar number achieve immediate career enhancement. All this thanks to a study methodology that bases its effectiveness on the acquisition of practical skills, which are absolutely necessary for professional development.

**Google Premier Partner**

The American technology giant has awarded to TECH the Google Premier Partner badge. This award, which is only available to 3% of the world's companies, highlights the efficient, flexible and tailored experience that this university provides to students. The recognition as a Google Premier Partner not only accredits the maximum rigor, performance and investment in TECH's digital infrastructures, but also places this university as one of the world's leading technology companies.

**The top-rated university by its students**

Students have positioned TECH as the world's top-rated university on the main review websites, with a highest rating of 4.9 out of 5, obtained from more than 1,000 reviews. These results consolidate TECH as the benchmark university institution at an international level, reflecting the excellence and positive impact of its educational model. These ratings place TECH as the absolute international university reference.



# 03

## Teaching Objectives

The objective of this program is to achieve an update in the most recent strategies of Education Center Management in an exclusively practical way, through an immersive stay in a prestigious institution. This training period has been designed with academic and organizational rigor, allowing graduates to acquire real experience in planning, administration and educational leadership, under the supervision of recognized experts in the field of institutional management and pedagogical innovation.



### General Objectives

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- ♦ Know the structural lines and main problems of Education Centers
- ♦ Direct the elaboration and development of an Education Center Management Plan
- ♦ Identify agents of change and resistance to change in an educational center and be able to manage them effectively
- ♦ Acquire the necessary tools for teamwork, negotiation and conciliation





### Specific Objectives

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- ♦ Apply educational leadership strategies for decision making in the management of educational centers
- ♦ Develop managerial skills in the planning and organization of academic institutions
- ♦ Optimize administrative and financial management, ensuring an efficient administration of resources
- ♦ Integrate Information and Communication Technologies in educational planning
- ♦ Design and evaluate improvement plans to guarantee quality and excellence in education
- ♦ Promote innovation and the use of advanced methodologies in teaching and academic management



*Implement educational information systems to optimize the monitoring of institutional performance"*



# 04 Internship

The Internship Program consists of a practical training period in a reputable institution, lasting 3 weeks, from Monday to Friday, with 8 consecutive hours of practical training with an assistant specialist. This internship will allow students to develop advanced management skills, improve their decision-making capacity and strengthen their leadership in the administration of education centers.

In this completely practical training proposal, the activities are aimed at developing and perfecting the necessary skills for the Management of Education Centers.

It is undoubtedly an opportunity to learn by leading in the educational center of the future, where strategic management, pedagogical innovation and digitalization of academic processes are the axis of its organizational culture. This is a new way of understanding and leading education, integrating technological tools and models of excellence in institutional management.

The practical part will be carried out with the active participation of the student performing the activities and procedures of each area of competence (learning to learn and learning to do), with the accompaniment and guidance of teachers and other fellow trainees that facilitate teamwork and multidisciplinary integration as transversal competencies for the praxis of Education Center Management (learning to be and learning to relate).

The procedures described below will be the basis of the practical part of the training, and its realization will be subject to the center's own availability and workload, being the proposed activities the following:





Module	Practical Activity
Leadership in the Educational Environment	Define and communicate the vision of the educational institution, ensuring that all members of the institution work towards the same strategic goals and objectives
	Implement and lead change processes within the educational institution, such as adopting new technologies, modifying pedagogical methodologies or restructuring teams
	Make informed and well-founded decisions on key aspects of the school, such as resource allocation, evaluation of academic performance and implementation of new policies
	Establish methods and criteria for evaluating the performance of students, teaching staff and educational programs, and use these data to implement improvements and adjustments in educational strategy
Quality Control	Establish clear and measurable indicators to evaluate the quality of education in various aspects, such as academic performance, student and faculty satisfaction
	Conduct periodic evaluations of the institution to identify areas for improvement, collecting data on processes, results and perceptions of those involved (students, teaching staff, administrative staff, etc.)
	Develop concrete strategies and actions to improve the aspects identified in the quality diagnosis, with clear goals, responsibilities and defined deadlines
	Implement specific activities to correct detected deficiencies and prevent possible future problems
Key Processes in Educational Marketing	Create advertising campaigns in social networks, search engines and media
	Optimize educational offerings based on market trends and academic demand
	Strengthen the brand identity and reputation of the educational center through public relations strategies
	Develop customer management systems to track prospects and enrolled students
Use of Technological Tools	Integrate Information and Communication Technologies to track academic and administrative performance
	Create interactive dashboards with tools such as Power BI or Google Data Studio to monitor key indicators
	Implement cybersecurity protocols to protect the institution's information and student data
	Develop internal regulations and policies on the use of technology in the educational environment



# 05

## Internship Centers

In its maxim of offering quality education within the reach of most people, TECH has decided to broaden the academic horizons so that this training can be provided in various centers geographically. A unique opportunity that allows the professional to continue to grow their career alongside the best specialists in the field of Education Center Management.

“

*You will have a practical stay in a reference institution in the field of Education Center Management”*







The student will be able to do this program at the following centers:



Educational

### Instituto Rambla Barcelona

Country City  
Spain Barcelona

Address: Rambla de Catalunya,  
16, 08007 Barcelona

Rambla Instituto offers a wide variety of high quality of high quality training programs in a variety in a variety of areas of study

#### Related internship programs:

- Digital Education, E-Learning and Social Media



Educational

### Instituto Rambla Madrid

Country City  
Spain Madrid

Address: C/ Gran Vía, 59, 10A, 28013 Madrid

Rambla Instituto offers a wide variety of high quality of high quality training programs in a variety in a variety of areas of study

#### Related internship programs:

- Digital Education, E-Learning and Social Media



Educational

### Instituto Rambla Valencia

Country City  
Spain Valencia

Address: Carrer de Jorge Juan, 17, 46004  
València, Valencia

Rambla Instituto offers a wide variety of high quality of high quality training programs in a variety in a variety of areas of study

#### Related internship programs:

- Digital Education, E-Learning and Social Media



Educational

### Colegio María Madre-Politecnos

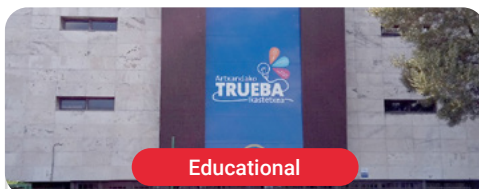
Country City  
Spain Burgos

Address: Avda Eloy García de Quevedo s/n,  
09006 Burgos

Educational institution offering a wide variety of educational programs

#### Related internship programs:

- MBA in Education Center Management



Educational

### Colegio Trueba

Country City  
Spain Vizcaya

Address: Carretera Artxanda-Santo Domingo  
Errepidea, 15, 48015 Bilbo, Bizkaia

The College is a worker cooperative dedicated to education and declared a Public Utility

#### Related internship programs:

- MBA in Education Center Management



Educational

### Centro De Educación Infantil Jardylandia

Country City  
Spain Córdoba

Address: Calle del, C. Platero Pedro Sánchez  
de Luque, 9, Local, Levante, 14007 Córdoba

Bilingual Early Childhood Education Center from 0 to 3 years old

#### Related internship programs:

- MBA in Education Center Management



Educational

### Centro Infantil Las Perlas

Country City  
Spain Granada

Address: Antigua carretera de Málaga,  
nº 73, 18015, Granada

Children's center, adhered to the program of aid to families for the promotion of schooling

#### Related internship programs:

- MBA in Education Center Management



Educational

### Centro De Educación Infantil Travesuras

Country City  
Spain Málaga

Address: Calle Cuernavaca, nº 28,  
Polígono San Luis, 29006, Málaga

Private early childhood center for children from 0 to 3 years old, since 2009, we accompany children and families in the adventure of growing and learning

#### Related internship programs:

- MBA in Education Center Management



Educational

### CEIP Dionisio García Barredo

Country City  
Spain BORRAR

Address: Avenida de los Castros 62,  
39005, Santander

Public school that teaches kindergarten and primary education

#### Related internship programs:

- MBA in Education Center Management



Educational

### Guardería Bahía Blanca

Country City  
Spain Cadiz

Address: Calle Tamarindos, nº 14, 11007, Cádiz

Early Childhood Education Center from 0 to 3 years old, a private center, a family environment where all children feel happy

#### Related internship programs:

- MBA in Education Center Management



Educational

### CEIP Santa Quitèria

Country City  
Spain Castellón

Address: Calle Drets Humans S/N. 12593

Educational center with kindergarten and primary education

#### Related internship programs:

- MBA in Education Center Management



Educational

### Centro Educativo Infantil Parrulos

Country City  
Spain Pontevedra

Address: Vía Fermín Bouza Brey, nº 1, bajo,  
36004, Pontevedra

Early childhood education center from 0 to 3 years old, specialized in the Doman Method.

#### Related internship programs:

- MBA in Education Center Management



Educational

### Centro Infantil Retaquinos

Country City  
Spain Asturias

Address: Calle Isolina Banciella, 1-3 bajo,  
33010, Colloto

Early Childhood Center from 0 to 3 years old, daycare with plenty of space and very well equipped

#### Related internship programs:

- MBA in Education Center Management



Educational

### Escuela Infantil Nemomarin Paseo de Sagasta Zaragoza

Country City  
Spain Zaragoza

Address: Calle de la Paz, nº 8,  
50008, Zaragoza

Early Childhood Center from 0 to 3 years old, that is committed to the safety of their facilities, trust and transparency

#### Related internship programs:

- MBA in Education Center Management



Educational

### Escola Bressol El Niuet

Country City  
Spain Barcelona

Address: Muntanya de Sant Per Xalet, nº15, Sant  
Pere I Sant Pau, 43007, Tarragona

Early Childhood School from 0 to 3 years old specialized in the Aucouturier Psychomotor Practice.

#### Related internship programs:

- MBA in Education Center Management



Educational

### Colegio Alemán 'Alberto Durero' de Sevilla

Country City  
Spain Seville

Address: Av. de Altamira s/n Esquina,  
C. Cueva del Gato, 41020 Sevilla

School specialized in Spanish and German pedagogy

#### Related internship programs:

- MBA in Education Center Management



### Colegio El Valle Alicante

Country City  
Spain Alicante

Address: Avenida de la Condomina,  
65, 03540, Alicante

The school bases its educational project to facilitate the responsible development of the student's physical, ethical and intellectual potential

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**Related internship programs:**

- MBA in Education Center Management



### Col·legi Mare de Déu del Carme

Country City  
Spain Barcelona

Address: Calle del Dr. Robert, 5, 9,  
08820 El Prat de Llobregat, Barcelona

More than 100 years educating people of integrity and transformers of society

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**Related internship programs:**

- MBA in Education Center Management



### Col·legi Les Neus

Country City  
Spain Barcelona

Address: Rambla del Fondo, 50, 08922  
Santa Coloma de Gramenet, Barcelona

At the Center there is a common orientation in the transmission of values, made explicit both at the theoretical and practical levels

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**Related internship programs:**

- MBA in Education Center Management



### Colegio María Madre de la Iglesia

Country City  
Spain Seville

Address: C. Bami, 18, 41013 Sevilla

María Madre de la Iglesia School is working with enthusiasm in the new school of the 21st century.

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**Related internship programs:**

- MBA in Education Center Management



### Green Stone British International School

Country City  
Spain Madrid

Address: C. Carlos López Quesada, 2, 28250  
Torrelodones, Madrid

A small family school, where the entire educational community (parents, children and teachers) are fundamental members

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**Related internship programs:**

- MBA in Education Center Management



### Highlands School Los Fresnos

Country City  
Spain Madrid

Address: C. de la Comunidad Canaria, 8,  
28660 Boadilla del Monte, Madrid

They offer students and families an environment of integral formation, accompanying them in the development of their talents to achieve excellence.

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**Related internship programs:**

- MBA in Education Center Management



### Colegio Nuestra Señora del Pilar Escolapios Soria

Country City  
Spain Soria

Address: C/ Frentes, 4, 42005, Soria

Nuestra Señora del Pilar Soria stands as a bastion of integral and innovative education

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**Related internship programs:**

- MBA in Education Center Management





**Educational**

### Escuela Infantil La Gallina Turuleta

Country	City
Spain	Las Palmas

Address: Carr. Gral. A Tamaraceite, 63, 35018  
Tamaraceite, Las Palmas

Nursery school from 0 to 3 years old, very welcoming with a familiar and professional treatment

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**Related internship programs:**

- MBA in Education Center Management







Educational

### Princess Margaret School

Country

Spain

City

Barcelona

Address: Passeig de la Font d'en Fargas, 15,  
17, Horta-Guinardó, 08032 Barcelona

The school was founded in 1967 as an English school, committed to an international scenario with English as a language from day one.

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#### Related internship programs:

- MBA in Education Center Management

# 06

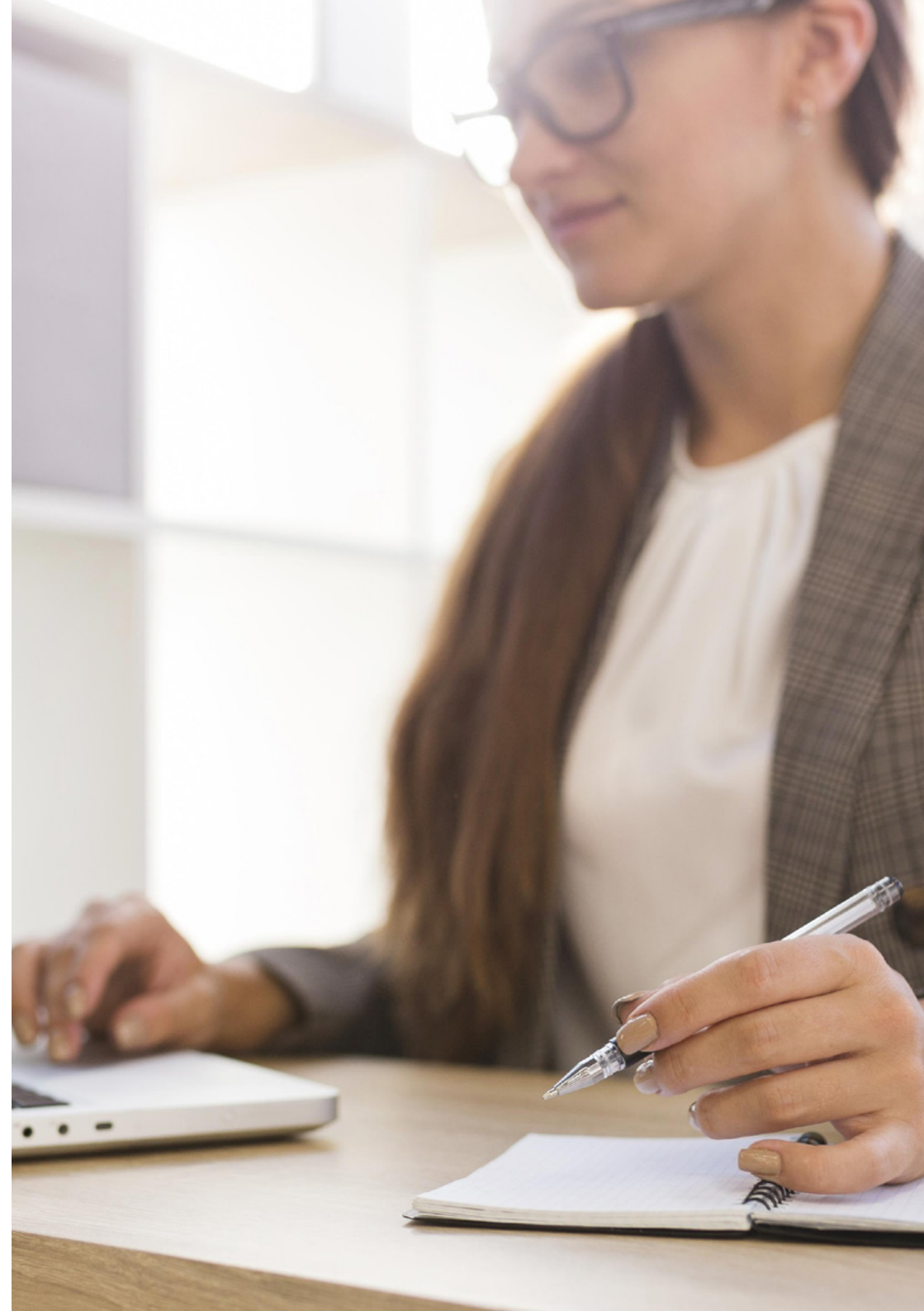
## General Conditions

### Civil Liability Insurance

The university's main concern is to guarantee the safety of the interns, other collaborating professionals involved in the internship process at the center. Among the measures dedicated to achieve this is the response to any incident that may occur during the entire teaching-learning process.

To this end, the university commits to purchasing a civil liability insurance policy to cover any eventuality that may arise during the stay at the internship center.

This liability policy for interns will have broad coverage and will be taken out prior to the start of the Internship Program period. That way professionals will not have to worry in case of having to face an unexpected situation and will be covered until the end of the internship program at the center.





## General Conditions of the Internship Program

The general terms and conditions of the internship program agreement shall be as follows:

**1. TUTOR:** During the Internship Program, students will be assigned with two tutors who will accompany them throughout the process, answering any doubts and questions that may arise. On the one hand, there will be a professional tutor belonging to the internship center who will have the purpose of guiding and supporting the student at all times. On the other hand, they will also be assigned with an academic tutor, whose mission will be to coordinate and help the students during the whole process, solving doubts and facilitating everything they may need. In this way, the student will be accompanied and will be able to discuss any doubts that may arise, both clinical and academic.

**2. DURATION:** The internship program will have a duration of three continuous weeks, in 8-hour days, 5 days a week. The days of attendance and the schedule will be the responsibility of the center and the professional will be informed well in advance so that they can make the appropriate arrangements.

**3. ABSENCE:** If the students does not show up on the start date of the Internship Program, they will lose the right to it, without the possibility of reimbursement or change of dates. Absence for more than two days from the internship, without justification or a medical reason, will result in the professional's withdrawal from the internship, therefore, automatic termination of the internship. Any problems that may arise during the course of the internship must be urgently reported to the academic tutor.

**4. CERTIFICATION:** Professionals who pass the Internship Program will receive a certificate accrediting their stay at the center.

**5. EMPLOYMENT RELATIONSHIP:** The Internship Program shall not constitute an employment relationship of any kind.

**6. PRIOR EDUCATION:** Some centers may require a certificate of prior education for the Internship Program. In these cases, it will be necessary to submit it to the TECH internship department so that the assignment of the chosen center can be confirmed.

**7. DOES NOT INCLUDE:** The Internship Program will not include any element not described in the present conditions. Therefore, it does not include accommodation, transportation to the city where the internship takes place, visas or any other items not listed.

However, students may consult with their academic tutor for any questions or recommendations in this regard. The academic tutor will provide the student with all the necessary information to facilitate the procedures in any case.

# 07 Certificate

This private qualification will allow you to obtain a diploma for the **Internship Program MBA in Education Center Management** endorsed by **TECH Global University**, the world's largest online university.

**TECH Global University**, is an official European University publicly recognized by the Government of Andorra (official bulletin). Andorra is part of the European Higher Education Area (EHEA) since 2003. The EHEA is an initiative promoted by the European Union that aims to organize the international training framework and harmonize the higher education systems of the member countries of this space. The project promotes common values, the implementation of collaborative tools and strengthening its quality assurance mechanisms to enhance collaboration and mobility among students, researchers and academics.

This **TECH Global University** private qualification, is a European program of continuing education and professional updating that guarantees the acquisition of competencies in its area of knowledge, providing a high curricular value to the student who completes the program.

Title: **Internship Program MBA in Education Center Management**

Duration: **3 weeks**

Attendance: **Monday to Friday, 8-hour consecutive shifts**

Credits: **4 ECTS**



future  
health confidence people  
education information tutors  
guarantee accreditation teaching  
institutions technology learning  
community commitment  
personalized service innovation  
knowledge present quality  
development languages  
virtual classroom

**tech** global  
university

Internship Program  
MBA in Education Center  
Management



# Internship Program

## MBA in Education Center Management