



AGREEMENT ON THE ATTENDANCE OF A PRACTICAL TRAINING SEMESTER

between

.....

Name of company, office, authority – hereafter referred to as the practical training employer

Street

ZIP, City Telephone

and

Mr./Mrs. hereafter referred to as student

date of birth in

Street

ZIP, City Telephone

The following agreement is made for the attendance of a practical training semester, as prescribed by the University of Applied Sciences Mainz, School of Design, Holzstrasse 36, 55116 Mainz.

1. Type and duration of the training

- The practical training will be carried out by the above practical training employer, and will last for a duration of 20 weeks. The first three weeks are considered as the probationary period.
- The agreement is concluded for the period from to
- The practical semester is part of the study course, and the student thus remains a member of the University.

2. Obligations of the student

The Student undertakes to

- carry out the tasks allocated to him/her conscientiously,
- observe company rules and accident prevention regulations, and to handle equipment and stock with all due care,
- protect the interests of the practical training employer, and observe the confidentiality of internal business procedures with regard to third parties,

- inform the practical training employer immediately if not attending training, and in the case of illness to submit a doctor's note by the third day of illness at the latest.

3. Obligations of the practical training employer

The practical training employer undertakes to

- employ the student on specific tasks in accordance with his/her course of study,
- appoint an expert supervisor for the student,
- if necessary, to allow the student to take part in examinations on those days scheduled by the University,
- inform the University in the event of the premature termination of the agreement or the failure on the part of the student to attend the practical training,
- provide the student, at the end of the practical training semester with a certification of the content, duration and success of his/her practical training activity.

4. Insurance cover

The student is by law covered during the practical semester against accident. In the event of an insurance claim, the practical training employer will also provide the University with a copy of the accident report.

The student is covered during the practical semester for retirement and unemployment insurance on a contributory basis.

The student is compulsorily covered during the practical semester in accordance with the requirements of student health insurance.

5. Remuneration

The monthly expenses allowance is.....Euro.

6. Holiday, Interruption in attendance

During the practical semester, the student is not entitled to any holiday. The practical training employer may grant a short interruption. In attendance due to personal reasons. Other interruptions in attendance must be recovered.

7. Regulation of disputes

In the event of any disputes arising from this agreement, a mutually agreeable resolution of the dispute must be attempted, with the co-operation of the University before any recourse to legal proceedings.

8. Copies of the Agreement

Copies of this agreement will be signed jointly by the practical training employer and by the student. It is the responsibility of the student to provide the University with a copy of the agreement in good time before the commencement of the agreement.

9. Other Agreements

The following supervisor is appointed by the practical training employer:

Practical training employer:

Student:

Place, Date.....

Place, Date.....