

International Internship agreement

This agreement defines the relationship between the University of, hereafter referred as “the University/Company”

AND

The University/Company:....., hereafter referred as “the Hosting Institution”

Represented by:.....

AND

The student undertaking the internship, hereafter referred as “the trainee”:
.....

Article 1

The purpose of this internship is to provide the student with experience of the practical application of theoretical knowledge he has already acquired and to get new skills and knowledge. The host organisation and the educational institution will ensure that the trainee is given tasks and responsibilities according to the level of competence of the student and the educational objectives for the training period. The intern’s presence should bring neither financial losses nor gains to the Hosting Institution. This agreement therefore is not an employment contract.

Article 2

The internship program is established by the company in agreement with a representative of the University according to the department’s standard.

Article 3

The Hosting Institution and the trainee agree that the Internship is a work experience one only. The internship experience is considered successfully completed if the trainee has attended at least 70% of the planned duration of the training project. The trainee has the right to suspension of training for sickness, accident and maternity, provided that it lasts for a period equal to or longer than one-third of the duration of the internship. The period of suspension does not contribute to the calculation of the total duration.

Article 4

The Internship will take place at
from to.....

The Internship may not be extended beyond the ending date except by further undersigned agreement in writing executed by the Parties.

Article 5

During his/her internship, the trainee must follow the rules of the Hosting Institution, particularly concerning the safety practices, and time schedules, he/her must, at all times, comply with all legislation, codes or guidelines, in whatever form, that are applicable to the trainee. Working during night time and official days off is not allowed. At least one day off a week must be ensured to the trainee. Period of absence has to be validated by the Hosting Organization and the Sending Organization.

Article 6

In case of poor conduct towards rules of the Hosting Institution, this has the right to terminate the internship before completion after informing a representative of the University of Catania.

Article 7

The University of Catania will provide the trainee for insurance coverage and for insurance for civil responsibility. In case of job injuries the trainee agrees to immediately inform the University and the Hosting Institution and to forward the necessary documents.

Article 8

The Hosting Institution will protect the trainee against any form of intimidation or discrimination at the workplace. The principle of equal rights will prevail.

Article 9

Training costs incurred by the internship are to be borne by the Hosting Institution. Travel expenses, as well as costs for food and accommodation, are to be borne by the trainee.

Article 10

At the end of the internship, the Hosting Institution will elaborate a final certificate. Upon returning to the University, the trainee must hand the final certificate to the sending department.

Article 11

At all times, including after the Internship, the trainee agrees and acknowledges that he must maintain secrecy on confidential information about products, processes and on any other information regarding the organization he may come in touch during the internship. All Intellectual Property Rights developed by the trainee while he is performing the Internship under this Internship agreement are hereby assigned to Hosting Institution immediately as created. After the internship, the Hosting Institution will share the intellectual property with the University.

The Sending Institution	The Hosting Institution	The Student
Name	Name	Name
Position	Position	Surname
Organization	Organization	-----
Address	Address	Address
Postal Code, Town	Postal Code, Town	Postal Code, Town
Country	Country	Country
Date	Date	Date
Signature and stamp	Signature and stamp	Signature