

CONTRACT

(Industrial semester)

The following contract

between

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(Address, telephone, fax, e-mail)

(employer named above)

and Mr/Mrs/Miss.....

home address.....

.....

.....

telephone.....

(student named above)

is signed to carry out practical training needed for studies at the University of Applied Sciences Cologne, Gummersbach Campus.

1. Nature and duration of training

The practical training will be carried out in the company mentioned above as practical term and will last weeks (at least 20 weeks).
The contract is valid from to
The first weeks will be period of probation.

2 The company's obligations

The company declares that it has the means to provide adequate experience and knowledge to carry out an industrial semester.

The company undertakes

1. to provide the student with a working place and an advisor.
2. to co-operate with the university in all questions concerning the student.
3. to give notice to the university in case of early termination of the contract or non-attendance at work by the student.
4. to issue to the student a confirmation of employment after practical work has ended.

3 Student's obligations

The student undertakes

1. to make use of all training opportunities offered him.
2. to be conscientious about all work delegated to him.
3. to heed rules and regulations and to look after instruments and materials.
4. to take care in writing the reports and showing them to the person in charge after each training section.
5. to protect the interests of the company and not to divulge company proceedings.

6. to inform the company in case of absence and to submit a doctor's certificate in case of illness after three days at the latest.

4 Cancelling

During the period of probation the contract can be cancelled in written form at any time without giving prior notice. The contract can be terminated after the period of notice

- 1. in extenuating circumstances without keeping the period of notice.
- 2. by the student after four weeks period of notice if he wants to resign training for personal reasons. Notice must be given in written form and have the agreement of the university concerned, giving reasons for notice.

5 Insurance cover

During the industrial term the student is NOT protected by law against accident, the student will need a private insurance.

6 Compensation

Monthly compensation amounts to _____ (gross).

7 Settling of disputes

In case of any disputes arising from this contract an amicable settlement should be secured in conjunction with the university before consulting the courts.

8 Copies of the contract

This contract will be signed by the student and the employer in three identical copies. It is the student's responsibility to send a copy to the university and pass another to the employer.

9 Other arrangements

Place, Date.....

.....
(employer)

.....
(student)

.....
(supervisor)