

Disclaimer

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Contract for the Practical Study Semester

Between

(company, authority, institution)

(address)

(postcode, town)

as a practical training location with supervision by:

(Name of supervisor)

(Faculty / Department)

- hereinafter referred to as the internship
provider -

and

Ms/Mr: _____

University: _____

degree programme: _____

Student ID number: _____

Date of birth: _____

Address: _____

Postcode, town: _____

- hereinafter referred to as the student -

the following contract is concluded:

Preamble

A practical study semester (mandatory internship) in technical college courses at Brandenburg University of Applied Sciences is a supervised study semester integrated into the course of study, which is usually completed in a company or other professional institution outside the university. The preliminary internship, which must be completed prior to admission to the degree programme, and the practical study semester integrate academic study and professional practice. The specific nature of the degree programme, which emphasises the closest possible connection between technology and business in all degree programmes, must be taken into account.

The pre-study internship provides an initial insight into professional practice. The practical study semester is dedicated to a clearly career-oriented activity. Based on the knowledge acquired in previous studies, practical knowledge and experience are to be imparted and acquired.

Working on subject-specific problems under supervision is intended to familiarise students with the realities of the profession and thus enable them to address not only technical issues but also the requirements of the modern world of work with its technical, economic, ecological and social dimensions. The experience gained during the practical work is intended to motivate students to participate actively and develop a focus in their further studies.

§ 1 General

- (1) Practical semesters are carried out in the degree programmes at the university. The applicable study and examination regulations for the practical semester and the topic of the practical assignment, which is to be determined at a later date, are integral parts of this contract. The minimum duration of the practical semester is _____ weeks
- (2) The contract is concluded for the period from _____ to _____.

§ 2 Obligations of the contracting parties

- (1) The student is obliged to
 1. carry out the tasks assigned during the practical study semester carefully and completely,
 2. to make the work results obtained during the practical study semester available to the practical training centre,
 3. prepare an activity report/project report and submit it to the practical training site,
 4. notify the practical training location immediately in the event of absence, submit a medical certificate by the third day at the latest in the event of incapacity to work due to illness, and notify the practical training representative at the university in the event of an absence of more than one week.
 5. to follow the instructions of the practical training centre and the persons appointed by it that are necessary to achieve the training objective, and to observe the legal provisions and regulations applicable to the practical training centre, in particular work regulations, accident prevention regulations and regulations on confidentiality and data protection.
- (2) The practical training centre is required to
 1. to assign the student to project-oriented work or work within the scope of the specialist task and to instruct them to work independently,
 2. to provide the necessary data for the project or specialist task,

3. to release the student from other courses and examinations,
4. enable the university to supervise the student at the practical training location.

- (3) The practical training location shall appoint a specialist supervisor to whom the student student.
- (4) The practical training location shall countersign the student's activity report/project report and inform the university in writing whether, in the opinion of the practical training location, the practical study semester has been successfully completed. Upon request, a certificate shall be issued to the student.
- (5) This contract does not establish an employment relationship.

§ 3 Remuneration

- (1) No remuneration shall be paid ().
() in the amount of _____ Euro. Source of funding: _____
- (2) This contract does not entitle the internship provider to reimbursement of any costs incurred in fulfilling this contract. This does not apply in the event of damage for which the student is liable.

§ 4 Supervision

The supervisor appointed by the practical training centre and the practical training representative of the university

(practice representative)

are the contact persons for all questions relating to this contractual relationship.

§ 5 Holidays

No holiday leave may be taken during the term of the contract. There is no entitlement to holiday leave.

§ 6 Insurance

- (1) The student retains their student status by re-registering.
- (2) The student is covered by statutory accident insurance during the practical study semester. In the event of an accident, an accident report must be submitted to the relevant professional association and the university must be informed.
- (3) At the request of the practical training centre, the student must take out liability insurance appropriate to the duration and content of the contract, unless the liability risk is already covered by (group) insurance taken out by the practical training centre.

§ 7 Termination

The contract may be terminated prematurely for good cause without notice. If the objective of the internship is abandoned or changed, the contract may be terminated with four weeks' notice. Termination must be made in writing.

§ 8 Recognition of the practical semester in the event of early termination of the contract

In the event of premature termination of this contract by the internship provider or the student, the relevant Examination Board of the university shall decide on the (partial) recognition of the practical semester.

§ 9 Contract copies

This contract shall be signed in two copies. The student shall ensure that the internship supervisor at the university receives a copy of one of the copies.

§ 10 Final provisions

- (1) This contract shall enter into force upon signature.
- (2) Amendments or additions to this contract must be made in writing and attached to this agreement as a numbered appendix.
- (3) Should any provision of this contract be wholly or partially invalid or lose its legal validity at a later date, this shall not affect the validity of the remaining provisions.

_____, the _____, on _____
(place) (date) (place) (date)

(signature)
Internship institution

(Signature)
Student