

Placement / Internship Period Contract

The following contract is agreed between:

hereafter called “placement provider”

and the:

Technische Hochschule Wildau (Technical University of Applied Sciences
Wildau) Hochschulring 1
D - 15745 Wildau

hereafter called “TH Wildau”

represented by the president

and:

Ms./Mr. _____

born on _____

address _____

student at the TH Wildau in the bachelor's degree course

European Management, in the faculty of Business, Administration and Law

hereafter called “student”.

§ 1. Duties of the contract partners

(1) The placement provider guarantees to give work to the student during the period from _____ to _____, according to the contents of the “Studien- und Prüfungsordnung der TH-Wildau” (Study and Examinations Regulations of the TH Wildau), in particular

- to give him/her work in accordance with the aims of the placement period
- to allocate him/her a subject supervisor
- to continuously assess the student's placement report and to countersign it
 - to write an assessment of the placement and to present this to the student at the end of the placement period

(2) The student guarantees

- to comply with the rules and regulations of the placement provider
- to comply with the working requirements of the placement provider and the designated placement supervisor
- to write a placement report and have it countersigned by the supervisor of the placement provider and to hand it to the supervisor at the TH Wildau by 30 September of the year in which the placement took place
- to present the results of the placement period in a colloquium at the TH Wildau by 30 October of the year in which the placement took place
- to provide to the supervisor at the TH Wildau at least two interim reports during the placement period, whereby the content and the length of these reports are to be arranged individually with the supervisor

(3) The TH Wildau guarantees to support and to supervise the student in preparing for and carrying out the placement period.

§ 2 Costs

This contract does not provide for any right to the reimbursement of any costs which may incur.

§ 3 Supervisors

The placement provider designates

Ms./Mr. _____

as the supervisor for the student.

The TH Wildau designates

Ms./Mr. _____

as the supervisor for the student.

§ 4 Leave

The student has no right of leave during the regular lecture period of the placement semester. The placement provider can grant short leave where justified.

§ 5 Terms of notice

If the aim of the period of training changes or ceases to exist the placement contract can be terminated after mutual consultation at any time.

§ 6 Insurance cover

The student is legally insured against accident during the placement semester. In the case of an accident a notification of accident should be sent to the TH Wildau. The student's personal liability insurance on placement is covered by the general company liability insurance of the placement provider for the period of this contract.

§ 7 Other points

This contract does not constitute an employer-employee relationship. The student will receive € _____ per month for the period of the contract.

Place, date: _____

Placement provider: _____

Signature

Seal

TH Wildau: _____

Signature

Seal

Student: _____

Signature