

Careers and Practical Training Office

**A G R E E M E N T**

# concerning the organisation of a student internship

concluded on .................. by and between the University of Agriculture in Kraków, Al. Mickiewicza 21, NIP (tax ID) 675-000-21-18 REGON (business ID) 000001815, represented by Grażyna Wójcik, MSc – Head of the Career and Practical Training Office – authorised on the basis of the power of attorney to conclude agreements with employers concerning internships for students on behalf of the University of Agriculture in Kraków, hereinafter referred to as the “**University**”, and

……………………………………………………………………..

(name of the company/plant, address)

represented by

…………………………………………………………………….

(full name and position)

hereinafter referred to as the “**Employer**”.

## §1

1. The parties to this agreement unanimously establish cooperation in the provision of classes of a practical nature (also referred to as “*internship*”) for a student of the University (hereinafter referred to as the “*Student*”) at the Employer under the terms and conditions set out in this agreement.
2. The Employer and the University agree to the internship with the Employer under the terms of this agreement for the Student:

Faculty: .....................................

Course: .....................................

Speciality: ..................................

Studies: full-time/part-time, year of studies ..................................

Student: …………………………………

1. The Employer declares that the Student referred to in paragraph 2, in the application for an internship, has independently provided the Employer with their personal data necessary for the conduct of the internship and the conclusion of this agreement.
2. The Employer undertakes to accept the above Student for an unpaid student internship in the period from .................. to ................... .
3. The internship will take place on the basis of an agreed working schedule.
4. The University declares that the Student has been instructed to have current accident insurance.
5. If required by the Employer, the Student on internship must provide a confidentiality statement.
6. The University appoints the following person as the Supervisor of the Students referred to the internship with the Employer: ...........................................................................................................

tel. ............................................... e-mail .........................................................................................

9. The internship is supervised on the part of the Employer by Mr/Ms:

........................................, tel. ................................, e-mail ................................

## §2

1. The University’s responsibilities include:
	1. didactic and organisational supervision of the correct course of the internship;
	2. representation of the Student’s interests;
	3. maintenance of confidentiality of any information, as determined by the Employer, in writing.
2. The Employer’s responsibilities include:
	1. enabling the Student to complete the internship within the agreed deadline;
	2. ensuring that the Student has access to the workplace in accordance with the aims and scope of the internship;

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* 1. familiarising the Student with the applicable regulations on the protection of professional secrecy and health and safety at work,
	2. ensuring supervision of the Student’s proper implementation of the internship,
	3. enabling the internship Supervisor to carry out didactic supervision of the Student,
	4. providing the Student with safe and hygienic working conditions and the possibility to use social and hygienic rooms equipped with the necessary hygienic and sanitary agents,
	5. providing the Student with protective clothing and personal protective equipment and hygiene measures for the duration of the internship as stipulated in the OHS regulations.
	6. processing of personal data made available to the Employer by the Student in accordance with the provisions of generally applicable law.
1. The Student’s responsibilities – based on the rules for internships set out for the relevant studies programme – include:
	1. compliance with the Employer’s arrangements with regard to order and work discipline,
	2. compliance with health, safety and fire protection regulations,
	3. respecting the principles of professional secrecy and protection of information, the subject of secrecy has been defined between the Parties in writing and the Employer is willing to do so;
	4. compliance with the rules of internships laid down by the University,
	5. carrying out the tasks assigned conscientiously and diligently.
2. Any breaches of the Student’s obligations set out in paragraph 3 should be reported immediately to the internship Supervisor.
3. The internship must not take place in conditions that are harmful to health within the meaning of the labour law.
4. The place of the internship is ……………………………………………………………. .

*The costs of travel, meals and possible accommodation are covered by the Student\*.*

1. The acquisition by the Employer of any economic copyright/licence for the use, implementation and application of the results of the Student’s work produced in connection with and during the internship requires a separate written agreement to be valid.
2. Neither Party is entitled to use the other Party’s name, trademarks, service marks, logos, trade name and/or company mark without the written consent of the Party whose name, mark or logo is to be used, both during and after the completion of the Agreement.

## §3

1. The Agreement is concluded for the duration of the internship.
2. Any amendments to the agreement must be made in writing in the form of an annex and agreed by both parties, confirmed by their signatures, in order to be valid.
3. The Employer declares that it has read the information clause under Articles 13 and 14 of the GDPR provided by the University and undertakes to present it on behalf of the University to the persons responsible for the implementation of the internship and others whose data it has made available to the University by signing the agreement or during the course of the internship.
4. The relevant provisions of generally applicable law apply in matters not regulated by the agreement.
5. All disputes arising out of or in connection with the agreement are resolved amicably by the Parties acting in good faith and with due regard to the other Party’s legitimate interest. In the event that a dispute cannot be resolved amicably, the Court having jurisdiction will be the Common Court with jurisdiction over the University’s registered office.
6. The agreement has been drawn up in two identical copies, one for each party.

 ***Under the authority of the Rector of the University of Agriculture in Kraków***

 ……………………………… ………………………………

 University Workplace

*\* the provision applies if the internship takes place outside the University’s place of registered office and outside the Student’s place of residence.*