Practical Internship Contract[1]

for the internship semester (BPS) in the course ‚Image Processing and Optical Technology (OBV) at the Department of Mathematics and Science of the University of Applied Sciences Darmstadt (h_da), based on the study regulations for the internship in the course OBV

between   the institution offering the internship (hereafter referred to as ‚institution')

Name of the institution (Company, Institute etc.) _____

Address/email_____

and   the student of the course OBV at the University of Applied Sciences Darmstadt

Name:_____ birth date.:_____Matr.Nr.:_____

Address/email:_____

The following contract confirms the completion of a practical internship. The internship is part of the course OBV at the University of Applied Sciences Darmstadt.

§1 Duties of the signatories
(1) The institution will
1. employ the student in the period starting at _____ ending at_____ (at least 18 weeks) according to the study regulations for the internship;
2. allow the student to attend the seminars at the university, associated to the internship;
3. certificate the student the performance of the internship with respect to duration, content of the projects and success of his/her work.

(2) The student will
1. make use of all training opportunities offered;
2. thoroughly carry out all tasks given to him;
3. follow the instructions of the tutor;
4. observe all regulations of the institution as well as all rules for the prevention of accidents and handle all equipment carefully.

§2 Tutor   The Institution appoints _____ (name) as a tutor to supervise the student. This person also keeps the contact to the supervising tutor of the Department of Mathematics and Science

§3 Remuneration   The remuneration for the student will be _____ per month.
or: No remuneration is agreed.   *(delete as applicable!)*

§5 Business discretion   The student has to maintain confidentiality on all trade or company secrets, manufacturing processes and other business or company information which have become known to him/her during the practical training. This does not disagree to writing a report about the practical training, because confidential reports are only allowed to be read by the tutor of the Department. Any publication of parts of the report needs to be explicitely confirmed by the institution.

§6 Termination of the contract   The contract can be terminated by both signatories in case of an important reason after the Department has heard both parties.

§7 Contract copies   Identical copies of this contract will be signed by both signatories. The ‚Praktikantenamt OBV' either gets a further signed copy or it will be informed in written form by the institution that a contract between the student and the institution has been signed.

Further agreements:_____

_____

_____   _____   _____
   (Place and date)   (Institution)   (Student)

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[1] This contract form is a direct translation of the german version without checking the judicial correctness of the formulations.