

**Agreement**

for the industry / laboratory practice stage

Between the **Company** : \_\_\_\_\_

*hereafter called*

**(P.O. box)** : \_\_\_\_\_

**Street** : \_\_\_\_\_

**Zip code** : \_\_\_\_\_

**Location** : \_\_\_\_\_

**Telephone** : \_\_\_\_\_

and **Mrs./Mr.** : \_\_\_\_\_

*hereafter called student*

**date of birth** : \_\_\_\_\_

**Place of birth** : \_\_\_\_\_

**Street** : \_\_\_\_\_

**Zip code** : \_\_\_\_\_

**Location** : \_\_\_\_\_

**Telephone** : \_\_\_\_\_

The following agreement is in respect of the mandatory performance of a practical study, for studies at the Bochum University of Applied Science.

## § 1 Specification and duration of occupation

- (1) The practical occupation will be performed within the above mentioned company and will last for at least ( ) weeks. The first 4 weeks are considered a probationary period.
- (2) The agreement is concluded over a period of \_\_\_\_\_ to \_\_\_\_\_
- (3) The agreement requires the authorization of Bochum University of Applied Science.
- (4) The student will be employed according to his skills.
- (5) The practical semester is a mandatory part of the academic studies at Bochum University of Applied Science. Therefore the student remains a member of the University during the contract period.

## § 2 Obligations of the Company

The Company commits to

- (1) introduce the Student to the assigned tasks;
- (2) designate an engineer as a supervisor to the student;
- (3) allow participation in exams at University of Applied Science Bochum
- (4) inform the University about a premature termination of agreement, or in case of the student's absence to the practical activities;
- (5) issue a letter to the student outlining the contents, the terms and the success of their practical activity after the termination of the practical semester of studies.

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### § 3 Obligations of the student

The student is bound to

- (1) execute the tasks consciously;
- (2) observe the internal rules i.e. working hours, the regulations for prevention of accident, and handle with care all tools, equipment and materials;
- (3) protect the interests of the company, to keep discretion about their operations towards third parties;
- (4) give immediate notice to the company in case of absence, in case of extended illness by the 3<sup>rd</sup> day a doctors note has to be submitted.

### § 4 Cancellation of agreement

- (1) During the probationary period the contracting parties may cancel the agreement at any time.
- (2) The agreement can also be cancelled after the probationary period :
  1. for very important reason, without notice,
  2. with a 4 weeks notice until the end of the month.
- (3) The cancellation of the agreement has to be in writing and with the indication of the reasons.

### § 5 Compensation

If the company has agreed to pay a certain amount to the student, this will be equivalent to a monthly amount of \_\_\_\_\_

### § 6 Interruption

The company may grant a discharge to the student for a short time during his obligations for private reasons. Other interruptions have to be made good at the end of the contract.

## Agreement

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### § 7 Execution of Agreement

A copy of this agreement will be signed by the company as well as by the student. The student is obliged to forward a copy of the agreement to the University of Applied Science for acceptance immediately. In the case of non acceptance by the University the student has to inform the company as soon as possible.

### § 8 Other Agreements

- (1) Other agreements that will be taken in between the company and the student :

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- (2) The company nominates the following person as supervisor for the student :

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Date : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
*For the company*

\_\_\_\_\_  
*Student*

Bochum University of Applied Science accepts the fulfillment of the above :

Date : \_\_\_\_\_

\_\_\_\_\_  
*FH Bochum in charge for the PASS (Practical training office)*