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| **University Student Internship** **INTERNSHIP AGREEMENT**      |

This contract governs the relationship between

**Sending organisation / University of Eastern Finland**

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| Department      |
| Address      |
| Coordinator’s name      Position      |
| Phone       E-mail       |

hereinafter referred to as ”Sending organisation”

**AND**

**Receiving organisation**

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| Name      |
| Address      |
| Representative’s or Coordinator’s name      Position      |
| Phone       E-mail       |

hereinafter referred to as ”Receiving organisation”

**AND**

**Student**

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| First names and surname      |
| Address     Phone       E-mail       |

hereinafter referred to as ”Student”

**The parties have agreed as follows:**

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| **Article 1: Scope of the contract**The present contract, which all parties declare they have read and approved, governs the relationship between the parties and defines the rights and obligations associated with their participation in carrying out the internship. |
| **Article 2: Duration**The start and end dates of the internship are       /      20      -       /      20     . The contract covers the above-mentioned period. |
| **Article 3: Obligations of the receiving organisation**The receiving organisation undertakes to:* ensure that the student is given tasks and responsibilities that are suitable for his/her studies, qualifications and knowledge
* ensure that the student will be supervised by a professional, with a university degree or equivalent, throughout their placement period
* cooperate with the contact person in the sending organisation
* ensure that the student is treated as an equal to other employees
* provide the student with a job reference after the completion of the internship
* inform the sending organisation immediately of any information that may be required concerning the implementation of the internship
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| **Article 4: Obligations of the sending organisation**The sending organisation undertakes to:* ensure monitoring and evaluation of the internship
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| **Article 5: Obligations of the student**The student undertakes to:* abide by the ways of working of the receiving organisation, and respect the rules in force and legal provisions concerning professional confidentiality
* make sure s/he has valid travel insurance for the whole duration of the internship
* to inform the sending organisation in advance and without delay if s/he withdraws from the internship before it has started or if the duration of the internship will be reduced by either the student or the receiving organisation
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| **Article 6: Description of tasks**The tasks and responsibilities of the student are the following: (further details may follow in an attachment to this agreement if needed).      |
| **Article 7: Contribution of the receiving organisation**The receiving organisation will receive no financial contribution for the internship. |
| **Article 8: Liability**Each party to this contract shall exonerate the other contracting party from all third party liability for damaged suffered by them or their staff as a result of the execution of the present contract insofar as such damages are not due to any serious and deliberate misconduct or gross negligence on the part of the other contracting party or their staff.Notwithstanding any other provision of this agreement, neither party shall under any circumstances be liable for any indirect, consequential, special or incidental damages arising under or in connection with this agreement, except in cases of misconduct or gross negligence. |
| **Article 9: Termination of the contract**In the event of non-compliance with any of the obligations arising from the contract on the part of one of the parties, and regardless of the consequences provided for under the law applicable to the contract, the sending organisation is legally entitled to terminate or cancel the present contract without recourse to legal proceedings where no action is taken by the parties within one month of receiving a notification by a registered letter. |
| **Article 10: Jurisdiction**When no amicable agreement can be reached, the courts of the sending organisation shall have sole jurisdiction in any disputes between the parties concerning the present contract. The law applicable to the contract is the law of the sending organisation’s country. |
| **Article 11: Amendments to the contract**Amendments to the contract may be made only by means of a codicil signed on behalf of each party by the signatories of the present contract. The contract is executed in two original copies, one of which is for the receiving organisation and one for the University of Eastern Finland (student’s academic department). The student shall receive a copy of the contract. For further information about the internship, please contact the representative of the academic department. |

**Approval of the contract**

**Coordinator of sending organization**

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| Date and place: |  |
| Signature: |  |
| Name in print |  |

**Representative or Coordinator of receiving organization**

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| --- | --- |
| Date and place: |  |
| Signature: |  |
| Name in print |  |

**Student**

|  |  |
| --- | --- |
| Date and place: |  |
| Signature: |  |
| Name in print |  |