



AGREEMENT
on the traineeship organization
for the student of the West Pomeranian Business School

concluded on year between:

the West Pomeranian Business School in Szczecin, ul. Żołnierska 53, hereinafter referred to as the "University", represented by the Dean.....
as first part, and:

.....
(name and address of the institution/company)

hereinafter referred to as the "trainship organizer" represented by the head of the unit

.....
(name and last name, office position of the trainship organizer)

with the following content:

1. The West Pomeranian Business School directs, and the traineeship organizer accepts the following student to the traineeship programme.

.....
(student's name and last name)

.....
(department, faculty, specialization)

Professional traineeship will take place from until

2. The traineeship organizer assigns the traineeship supervisor on behalf of the company

.....
(name and last name, office position)

3. The traineeship organizer undertakes to:

- a) provide adequate rooms, tools, materials, in accordance with the framework traineeship programme, for a given specialization,

- b) familiarize the student with the company's work regulations, health and safety regulations and the protection of professional and public secrecy, etc.,

- c) appoint of a care person with relevant professional experience, acting on behalf of the traineeship organizer, for a trainee

- d) determine the scope of activities performed by the trainee as part of the tasks resulting from the traineeship program,
- e) supervise over the implementation of tasks by the trainee, resulting from the traineeship programme,
- b) apply to the traineeship organizer management to request the University to dismiss the student from the traineeship, when he violates the gross discipline of work,
- c) certify the traineeship in the practical activity module traineeship Card.

4. The University undertakes to:

- a) prepare traineeship substantive assumptions for particular specializations,
- b) prepare students for traineeships, including to familiarize them with the MAP module card and the traineeship regulations,
- c) cooperate with students and / or traineeship placement units to create the programme, the way and the schedule of the traineeship implementation,
- d) exercise substantive supervision over the course of traineeship,
- e) support students in drafting the traineeship documentation properly.

5. The trainee is obliged to insure against accidents and civil liability during student's traineeship.

6. Any disputes of a non-financial nature that may arise from this contract shall be settled by the University - the Dean, and from the traineeship organizer, the Director (manager) of the workplace or persons authorized by him, listed in the contract.

7. This Agreement has been drawn up in two identical copies, one for each party.

.....
(Dean's signature)

.....
(Director's signature or authorized person)

Please send a signed copy to the following address:

Zachodniopomorska Szkoła Biznesu
Ul. Żołnierska 53
71-210 Szczecin