

PREVIEW ONLY. EMPLOYABILITY ACTIVITY CONFIRMATION NEEDS TO BE COMPLETED BEFORE AGREEMENT ISSUED

INDIVIDUAL INTERNSHIP AGREEMENT

THE PARTIES

University of the West of England, Bristol, a Higher Education Corporation having its administrative offices at Frenchay Campus, Coldharbour Lane, Bristol, BS16 1QY, United Kingdom. ('the University') - represented by Rob Nisbett. Deputy Head of Careers & Enterprise

Receiving Institution name - address. ('Receiving Institution') - represented by

Student name – Student number – address ('the Student')

AGREEMENT

I.- The University and Receiving Institution, sign this Agreement with the primary objective of enabling students to attain practical experience complementary to their theoretical preparation.

II.- For the development of this Internship, the parties sign this agreement ('Agreement') regulated by the following provisions:

STIPULATIONS

FIRST: The Student will undertake an internship at Receiving Institution.

SECOND: The internship will begin on [start date] and will end on [end date], The Student's schedule shall be as agreed by the Parties.

THIRD: The Receiving Institution will designate an internal tutor within the firm for the duration of the internship, to supervise the adequate development of the training plan, and to maintain the pertinent relationship with the tutor designated by the University. Both tutors will collaboratively ensure the student's optimal training.

FOURTH: Over the course of the internship, the Student must:

- Take full advantage of the developmental opportunities provided by the Receiving Institution
- Diligently carry out the activities delegated by the Receiving Institution for the Student's practical development
- Respect the internal hours, rules, and regulations of the Receiving Institution
- Maintain absolute confidentiality in relation to the activities and internal documents of the Receiving Institution
- Maintain contact with the tutors of the University and of the Receiving Institution.

FIFTH: The execution of this individual internship agreement does not require of the Receiving Institution a commitment beyond the present stipulations, and in no case does this agreement carry with it an obligation to maintain a relationship or employment contract.

In the event the Student were to become a part of the staff of the Receiving Institution, the existing relationship between the Student and the Receiving Institution is not employment-based. Therefore, the time accrued during this internship will not be calculated for the purposes of longevity within the Receiving Institution, and it shall not render the Student exempt from a trial period.

SIXTH: At the end of the internship period, the Receiving Institution will submit to the Student, and to the tutor designated by the University, if requested, a certificate that states the specialty or specialties the Student concentrated on during the internship, and that expressly states the level achieved on the Student's final evaluation.

SEVENTH: The Student shall be covered by the University's Travel Insurance during the course of the Internship, it is the Student's responsibility to ensure that this covers any intended activities, and to arrange supplementary insurance if necessary.

EIGHTH: This is an unpaid internship. Either the University or the Receiving Institution may at their discretion and by prior agreement make a payment to the Student in respect of the Internship. Notwithstanding any such payments the parties do not intend that this should constitute a relationship of employment.

NINTH: Where applicable, and as long as international travels are being restricted, the travel to the internship destination shall be permitted by the relevant government of both the home and host countries and priority approved by the University. The internship shall therefore be carried out in the Receiving Institution office, which [Receiving Institution name] declares and warrants is Covid-19 secure.

As proof of conformity with these provisions, this contract is signed before the beginning of the internship.

The University

The Student

Signed:

Signed:

Name: Rob Nisbett

Name:

Position: Deputy Head of Careers & Enterprise

Date:

Date:

The Receiving Institution

Signed:

Name:

Position:

UWE Reference:

Date:

Template agreement reviewed 1.4.21

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UWE Reference: