Internship Contract

for students in the integrated internship semester (Module 13) within the framework of the Social Work bachelor's degree program at RheinMain University of Applied Sciences (HSRM), Wiesbaden

between:

(Student)

and:

(Organization / agency)

**Section 1**

The internship is based on the current examination regulations, in particular the Internship Regulations of the Faculty of Applied Social Sciences for the Social Work bachelor's degree program at RheinMain University of Applied Sciences.

**Section 2**

The agency undertakes to:

1. train the Student from:  to:  (duration) taking the regulations mentioned in Section 1 into account at:

(Host Organization)

for a total of **880 hours** (including 80 h vacation);

2. to provide the Student with additional training for the agreed duration, if it is required that the Internship is extended;

3. to ensure that the Student is able to attend the study day planned by the Faculty of Applied Social Sciences and other accompanying classes;

4. to issue the Student with a qualified assessment using the form according to Appendix 3 of the internship regulations;

5. to name a professionally qualified expert in social work or pedagogical work pursuant to Section 7, para. 2 to supervise the internship;

6. to ensure that the Student is able to attend meetings of the HSRM's self-governing bodies, in so far as the Student is a member of such.

**Section 3**

The Student is obliged to:

1. undertake the training offered;

2. adhere to the codes of practices at the Host Organization, in particular those relating to accident prevention;

3. to follow the instructions issued in the context of the Internship given by the Internship supervisor or person designated to conduct the training;

4. to adhere to confidentiality regulations to the same extent as employees of the Host Organization. Reports on the Internship may be written, as long as no facts are published that are subject to confidentiality.

**Section 4**

The agency can exclude the Student from working at the Host Organization following discussions with the Faculty of Applied Social Sciences, if there are serious grounds and with immediate effect. Serious grounds are, in particular, when the Student does not participate in the training, or seriously and sustainably violates the obligations described in Section 3.

**Section 5**

After consulting the faculty, the Student can terminate his / her work at the Host Organization with immediate effect, if there are serious grounds. Serious grounds are, in particular, when the training is not based on the regulations mentioned in Section 1.

**Section 6**

The working relationship that arises from this Internship Contract is not based on collective agreements (tariff wages). Students are not liable to pay social insurance contributions during their Internship semester. The agency of the Internship organization is not obliged to pay social insurance contributions.

**Section 7**

RheinMain University of Applied Sciences, respectively the state of Hesse, is not liable for damages incurred. Liability, however, may be claimed through the Students' liability insurance provided by the Studentenwerk Frankfurt am Main (association for student affairs). Students are advised to arrange third-party liability insurance.

**The Internship will be supervised by:**

(Name, position)

E-mail and phone:

Date:

Agency / stamp Student President of RheinMain

 University of Applied Sciences

 (on behalf of: Head of the

 Internship Office)