

Hochschule Mannheim
Sekretariat Fakultät Gestaltung
Paul-Wittsack-Straße 10
68163 Mannheim
T +49 [0]621 2926159
sekretariat@gestaltung.hs-mannheim.de
Stand: 04/2023

Kommunikationsdesign
Practical semester
Training contract

px—2/ contract

Training contract

This contract concerns the completion of a practical semester in accordance with the guidelines for the above-mentioned course of studies.

between

1—Company
Name and address

Department and
name of tutor

A—Duties of the company

- 1—to train the student skills and impart knowledge relevant to the study program at Mannheim University of Applied Sciences
- 2—to place essential devices, materials and work equipment at the disposal of the student for the duration of the internship
- 3—to collaborate with the University in all areas concerning the completion of the internship and to supervise the preparation of the written reports and to initial them.
- 4—to release the student for examinations or any other activities which concern the practical study semester
- 5—to inform the University should the student terminate the contract early or not complete the internship
- 6—to provide the student, on successful completion of the internship, with a certificate, which includes information about the type and duration [beginning and end date with days of absence] of internship and the knowledge and skills acquired.
- 7—to cooperate when the University supervising professor visits the company.

Telephone/eMail
Website

and

2—Student from Hochschule Mannheim, Faculty Design

Name

born on

Address and
Telephone/eMail

Practical semester
begins and ends

The gross monthly
recompense is

C—Arrangements of conflicts

In any dispute which results from the implementation of this contract, the university will strive to reach amicable arrangement before legal action is resorted to.

D—Cancellation of the contract

The contract can be canceled from either side within the cancellation period of one month from the end of every calendar month. During the probation period both partners can cancel the contract without notice.
The cancellation must be presented in written form.

E—Miscellaneous agreements

The first _____ weeks are a probationary period.

The regulations and content of this contract are known by both partners. Each partner receives one copy. The student commits himself/ herself to submit a copy in good time [see university deadlines] to the department at Mannheim University of Applied Sciences.

Date and place

Cpmpany
Signature/Stamp

Student
Signature
