

**CONTRACT
TO ORGANISE PROFESSIONAL TRAINING
ON THE BASIS OF TRAINING PLACEMENT**

concluded on this ... day of, 20..... in Wrocław between Uniwersytet Wrocławski [University of Wrocław], Wydział.....[Faculty of.....], hereafter referred to as the "University," represented by the Dean of the Faculty or a person authorized by the Dean

.....
(name and surname, function)

and

.....,
(name of employing establishment)

hereafter referred to as the „Employing Establishment“

represented by the Director or a person authorised by the Director in accordance with the Ordinance of the Rector of the University of Wrocław No./2010 as ofconcerning the organisation of professional training as set forth in the standards of education for each major of full-time and part-time studies at the University of Wrocław, for a period from.....to, its contents being as follows:

Section 1

1. The University refers, the student ofyear,
(name and surname) (provide year)

majoring in full time/ part-time studies, to the Employing Establishment in by the street, in order to undergo professional training in the period from..... to.....

2. The detailed scope and manner of conducting the training established between the parties is specified in the Training Programme (Appendix No. 1 to this Contract).

Section 2

The Employing Establishment is obliged to:

- 1/ arrange, in consultation with the student undertaking the training, working time and the scope of duties,
- 2/ provide adequate workstations and materials necessary to conduct the training in conformity with the Training Programme,
- 3/ instruct the student on workplace regulations, health and safety provisions, as well as provisions concerning state and official secrets,
- 4/ supervise the tasks undertaken by the student arising from the Training Programme
- 5/ enable the supervisors to exercise didactic supervision over the training,
- 6/ issue, in conformity with the applicable University form, a certificate confirming completion of professional training.

Section 3

The University is obliged to:

- 1/ draw up, in cooperation with the Employing Establishment, detailed training programmes and familiarize students therewith,

2/ exercise didactic supervision over the course of training.

Section 4

The University will refer to the training solely those students who have accident insurance and third-party insurance.

Section 5

All disputes concerning non- property issues that may arise from this contract will be resolved by the training supervisor on behalf of the University, and the Director – on behalf of the Employing Establishment, or persons authorised by them, enumerated in this contract.

Section 6

This Contract was drawn up in two identical copies, one for each Party.

Section 7

The Parties will inform one another about the persons appointed to exercise supervision over the trainees.

.....
University

.....
Employing Establishment

dated as of 29 July 2010

stamp of the Faculty

.....
place and date

PROFESSIONAL TRAINING REFERRAL

Faculty
of the University of Wrocław
Refers Mr/ Ms.....
Student of a major:
For a professional training to
for a period fromto.....

The student has demonstrated at the University the documents certifying possession of accident insurance and third-party insurance covering the period of professional training.

.....

Dean or an authorised person

DECLARATION

Student
Faculty
Major/Specialization
Year of studies
Name of Employing Establishment, where student receives professional training.....
.....
Period of training

I hereby declare that I have familiarized myself with the above-mentioned conditions of the training and I commit to observe them.

1. The student is obliged to insure herself against accident (accident insurance) and third-party liability (third-party insurance).
2. The student is obliged to undergo the training in conformity with the training programme, as well as to:
 - a) observe work order and discipline at work established by the Employing Establishment,
 - b) adhere to the rules on health and safety at the workplace as well as fire protection,
 - c) observe the rules concerning keeping state and official secrets as well as protection of data confidentiality within the scope determined by the Employing Establishment,
 - d) observe the rules concerning undertaking the training set forth by the University in an Ordinance.
3. The work for the Employing Establishment is gratuitous and for its performance the student is not entitled to any financial claims, neither against the University nor the Employing Establishment.
4. After completion of professional training, the student prepares a report on the course of the professional training, confirmed by the Establishment's supervisor and a person authorised by the University.

.....

date and signature of the student

.....
stamp of the Employing Establishment
(place, date)

PROFESSIONAL TRAINING COMPLETION CERTIFICATE

Mr/ Ms.....
Student of the Faculty
majoring in
has received training.....
in
(name of Employing Establishment)
in accordance with the agreed programme in the period from to

Brief characteristic of the training:.....
.....
.....
.....

.....
Employing Establishment
signature of an authorised person

.....
stamp of the Faculty
signature of the Training Supervisor