

Wageningen University Internship Contract and Learning Agreement

This Internship Contract and Learning Agreement¹ serves to lay down the agreement on the internship between the student, the employer and the university.

Signed copies have to be sent to the student and his/her study advisor, the supervisors on behalf of the employer and university.

Internship contract (hereinafter: "the Contract")

Parties:

Student

Last name: _____ (hereinafter: "the Student")
First name: _____
BSN ('sofinummer'): _____
Date of birth: _____
Place of birth: _____
Address: _____
Postal code and town: _____
Telephone number: _____
Nationality: _____

Internship provider

Name: _____ (hereinafter: "the Employer")
Address: _____
Postal code and town: _____
Country: _____
Represented by: _____
Email representative: _____

University

Name: Wageningen University (hereinafter: "the University")
Address: Post office box 9101
Postal code and town: 6700 HB Wageningen
Country: The Netherlands
Chair group: _____
Represented by: _____
Email representative: _____

Whereas:

1. the Student is registered at the University based on a teaching agreement;
2. an internship is part of the master programme:

Article 1.

The internship will start on _____ and will end
on _____

The Employer shall offer the Student the opportunity to have an internship at its offices /premises. The Employer shall only assign those tasks to the Student that have a clear relationship with the objects of the internship as described article 2.

¹ Wageningen University, Educational Institute, 15.08.2011

The internship shall be at _____ (place of work).

The time to be spent at the work placement is in accordance with normal full time working hours, except if it is agreed otherwise and not contrary to employment legislation for youngsters.

Article 2.

The subject/topic of the internship is entitled:

.....

The university code of the internship is:

.....

The internship programme (description of the project) is attached as annex 1 to this Contract. This programme may be changed from time to time pursuant to a written agreement between the Employer, the University and the Student.

In a Learning Agreement, attached as annex 2 to this Contract, the Student and the (supervisor of the) University have laid down the arrangements made in respect of the learning outcomes and the assessment of the internship.

Article 3.

The internship supervisor at the side of the Employer is:

.....

Article 4.

The supervisor² at the side of the University is:

.....

Article 5.

The Student shall write a report and a self reflection paper (that can be included in the report or a separate paper) at the end of his/her internship. Moreover the Student shall give a final oral presentation about his/her internship at the University and/or (if agreed so) at the work placement. The Student shall send the report and reflection paper, and (if applicable) a PowerPoint paper of his/her presentation at the work placement to the University.

Article 6.

The internship supervisor at the side of the Employer shall fill in an evaluation form on the performance of the Student. The final assessment and marking is the responsibility of the supervisor and examiner at the side of the University.

Article 7.

The Student shall meet the requirements of the Employer regarding safety, health, labour hours/ holiday and confidentiality, etc. If requested so by the Employer the Student and the Employer shall conclude a secrecy agreement, provided however that the Student always keeps the right to present the results of his/her internship on the way as described in article 5. In the event of a conflict between the terms of such secrecy agreement and the terms and conditions of this Contract, the latter shall prevail.

Intellectual property rights being the results of the internship will belong to the Employer. However, the Student has always the right to publish these results in the way as described in article 5. In the event that (part of) these results must be kept confidential for reasons of

² This can be another staff member than the representative of the chair group.

vesting an intellectual property right in the name of the Employer, the latter may request that dissemination of the relevant results will take place in a closed assessment meeting.

Article 8.

The Student must inform both supervisors on absence and return from absence.

Article 9.

In the performance of the activities being part of the internship, nor the Student, nor the University will be liable towards the Employer and/or any third party for any damage or loss, except when the Student is liable for damage or losses being the result of willful conduct or gross negligence.

The Employer shall indemnify and hold the Student and the University harmless for third party claims in respect of direct and indirect damage and losses.

The Employer shall take care for an adequate insurance of the Student similar to the one which is in place for its employees.

Anyway the University has taken out liability insurance on which policy the liability (if any) for both the University and the Student is covered.

Article 10.

The Employer is responsible for the withholding of (income) taxes and premiums for social security and premiums as far as applicable and shall indemnify and hold the Student and the University harmless for third party claims to that extent.

Article 11.

In case of accidents either at work or on the way to or from work, the Student shall inform the supervisor at the side of the University immediately.

Article 12.

The Student receives a gross allowance of monthly at a fulltime workweek:

€

The allowance for travelling is:

€

The holiday allowance is:

€

Other allowances

€

Article 13.

This Contract will terminate automatically:

1. at the end of the internship period as referred to in article 1;
2. at the moment that the Student is not registered anymore as a student of the University;
3. upon mutual written consent between the Student, the Employer, and the University.

Article 14.

The Employer may early terminate this Contract after consultation of the Student and the University if the Student does not perform pursuant the terms of this Contract, more specifically if the Student acts in violation with the rules as referred to in article 7, provided however that the Employer has issued a prior written warning to the Student.

Article 15.

In case of conflicts the Student shall try to solve the problem with the supervisor on the side of the Employer. If they do not reach a solution of the problem(s), the problem will be discussed with supervisor on the side of the University.

Article 16.

This Contract shall be governed by Dutch Law. General terms and conditions of the Employer, whatever named, shall not be applicable to this Contract. Disputes will be amicably settled between the Parties. If an amicable solution cannot be reached the Civil Court in Arnhem, the Netherlands, will be the competent court

Agreed and signed by

Employer

Student

Wageningen University

Place:

Date:

Annex 1 Internship Programme (Project Description)

Project and execution:

Annex 2 Learning Agreement³

The specific learning outcomes for this work placement are:

| |
|--|
| |
|--|

The requirements on the report of the work placement are:

| |
|--|
| |
|--|

The excel form [Assessment Internship Wageningen University⁴](#) will be used.

The percentages used in the assessment form will be:

| Learning outcomes (assessment criteria) | percentage |
|--|-------------------|
| A. Professional skills | |
| B. Report internship | |
| C. Self reflection on internship | |
| D. Presentation | |
| E. Examination | |

The assessment will be done in week

Agreed and signed by

Student

University supervisor

³ This is an agreement between the student and the university supervisor.

⁴ <https://portal2.wur.nl/sites/OWI/kwaliteitszorg/Policy Documents and Forms/Internship assessment form>.