



INTERNSHIP AGREEMENT

This agreement covers the relations between:

1. The University of South Wales
2. [Name of student] studying [course title]
3. [Company name and address], represented by [contact person]

and commencing on [start date] until [end date] inclusive. This agreement shall not exceed twelve (12) months in duration. The location of the student (where different to address given above) shall be [location of placement].

ARTICLE 1: OBJECTIVES OF THE INTERNSHIP

The principle aim of the internship is to provide a practical dimension to the teaching given by the University of South Wales.

The objectives of the internship are:

- [Insert additional objectives]

[Company name] nominates [company contact] as the person responsible for the internship, and whose role will consist of advising and providing feedback to [student name].

ARTICLE 2: THE TRAINEE'S DUTIES

For the duration of the internship, [student name] remains a fully enrolled student of the University of South Wales and agrees to abide by all of the University's Regulations and Rules found on the student agreement. In addition [he/she] is obliged to respect all of [company name]'s local regulations. The University of South Wales shall not be liable in any way for the acts, errors or omissions of the student.

In the event of any breach of discipline, the Head of [company name] reserves the right to terminate the internship after having informed the Placement partner at the University of South Wales.

ARTICLE 3: VARIOUS COSTS

Following a preliminary agreement between [company name] and [student name] any costs ensuing as part of the student's activities for the company shall be payable by the company, including any possible training costs required by the internship.

The costs of board, lodging and food will be payable by the student.

ARTICLE 4: INSURANCE

[student name] is responsible for ensuring that he/she has obtained the appropriate insurance prior to commencing the internship where such insurance is not covered by the organisation providing the internship. The company shall inform the University of South Wales of any accident involving the student, but the University shall not be liable for any resulting costs of the accident.

ARTICLE 5: INTERNSHIP REPORT

[student name] will deliver a detailed report to the University of South Wales consisting of the work completed and the results obtained with respect of the agreed objectives of the internship as set out in Article 1. above. A second copy of the report shall be placed with [company name].

ARTICLE 6: APPRAISAL BY PERSON RESPONSIBLE FOR THE INTERNSHIP

The person responsible for the internship at [company name] will provide written feedback on the work and results obtained by the student.

Signed for and on behalf of the University of South Wales:	Signed for and on behalf of [company name]:	Signed by the student:
Course leader	[Company contact and title]	[Student name]
Date:	Date:	Date:

Note:

The University of South Wales will keep a copy of the form for our records.