

Placement Agreement

Website: <https://www.uni-trier.de/index.php?id=29717&L=2>

Students who would like to take an internship abroad require in some cases a Placement Agreement/ Convention de Stage. This form, according to the attached model, can be issued by Trier University if the student ensures

- adequate health-, liability-, and casualty insurance (please fill out and submit the confirmation)
- and submits the following documents:
 1. enrolment certificate(s) for the full internship period (please note that you can re-register from June 15 for the winter semester and from January 15 for the summer semester)
 2. confirmation of the relevant subject which confirms that the planned internship (please state the name of the company) is reasonable within the said degree programme

If a remuneration for the internship is paid, the student is obliged to check if social security charges and/or taxes are to be paid in the host or home country.

Declaration

Hereby, I confirm that I am informed that there **is no insurance coverage** by Trier University during my internship and that I myself will take care of adequate **health-, liability-, and casualty insurance**. If a remuneration for the internship is paid, I will contact the responsible authorities on my own to check if **social security charges and/or taxes** are to be paid.

If the internship extends into the following semester and I have not provided a certificate of enrolment yet, I commit myself to do so as soon as possible without any further request.

(Family name, First name, Date, Signature)

(Email-Address)

Placement Agreement

Between **Trier University** (represented by the President, Prof. Dr. Michael Jäckel) and

_____ (Company/Institution) (full name, address)

_____ (name and phone number of the contact person)

the following agreement has been made:

Article 1: The purpose of this agreement is to provide a placement for

Mr./Ms. _____ ,
born on _____ in _____ .
Mr./Ms. _____ is a student of
_____ at Trier University.

Article 2: The purpose of the placement is primarily to provide the student with the opportunity to implement knowledge acquired at University into a practical environment, without allowing the receiving Company to take direct advantage of the student's placement. Nevertheless, the student is to take an active part in the proceedings of the Company.

Article 3: The placement begins on _____ and ends on _____ .

Article 4: The student is currently enrolled at Trier University and assures to continue his/her enrolment **in the same subject** for the duration of the placement. He/she is to receive
 remuneration of € _____
 no remuneration from the Company.

Article 5: The student is not insured by Trier University during the placement. He/she is therefore obliged to take out his/her own insurance against illness and accident. The student may also be obliged to take out adequate liability insurance for the duration of the placement. No liability relationship arises between the University and the receiving Company through the placement.

Article 6: The signing of this contract gives explicit consent from the student to the terms stated above.

_____, (place)

Date: _____

On behalf of the company:

Trier,

Date: _____

The student :

Trier,

Date: _____

On behalf of the University:

(signature)

(signature)

(signature)

official stamp

official stamp

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