



POLITECHNIKA POZNAŃSKA

INTERNAL COMMITMENT

Nr CPIK/...../faculty of the university/year

The university sends the student - Ms / Mr:
student of the Faculty of
field of study
semester
to a student internship in

(PUT unit name, address)

hereinafter referred to as "the Internship Provider".

§ 1.

1. During the internship the Trainee will be gaining experience and mastering practical skills according to the plan attached as Annex 1 to this Agreement.
2. The duration of internship is set for the period fromuntil,and hours of work per week.
3. The implementation of the internship should be carried out according to a fixed plan drawn up by the supervisor and approved by the University.

§ 2.

The internship may be done without a pay or with a pay. The monthly pay may not exceed twice the minimum wage, established on the basis of the Act of 10 October 2002 on minimum remuneration for work (Dz. U. [Journal of Laws] from 2018, item. 2177 with further amendments) The internship with a pay will be governed by separate agreements.

§ 3.

The unit which accepts unit is obliged to:

1. nominate a person supervising the implementation of the internship hereinafter referred to as "the Supervisor", who is:
Name and surname
Position:.....
e-mail:.....
tel.....
2. provide an appropriate place for the internship which is compliant with the internship assumptions,
3. familiarize the student with the company regulations, health and safety regulations as well as confidentiality regulations before the beginning of the internship,
4. issue an opinion concerning the intern.

§ 4.

During the internship the student is obliged in particular to:

1. perform the tasks resulting from the internship plan and the supervisor's instructions,
2. comply with the working time set by the Internship Provider,
3. perform the tasks resulting from the internship plan with due care and diligence and follow the Supervisor's instructions, unless they are against the law,
4. comply with the rules and principles applicable to employees working for the Internship Provider, in particular the work regulations, safety and health at work rules, fire regulations, protection of business and commercial secrets,
5. comply with generally accepted standards of good conduct,

6. not to take any documents and copies thereof from the Company, and not to process them without the Manager's permission.

§ 5.

The student may be deprived of the possibility of continuing the internship in case of:

1. unexcused absence during the internship
2. appearing in the place of internship under influence of alcohol, drugs or psychotropic substances,
3. drinking alcohol or using other abusive substances at the workplace ,
4. violating the basic obligations set out in the Company regulations,
5. actions to the detriment of the Internship Provider.

§ 6.

1. The commitment shall be drawn up in three identical copies, of which one shall be taken by a unit of the Poznań University of Technology accepting the student, one copy shall be taken by Careers Service Centre, and one copy shall be taken by the Student.
2. In matters not covered by this commitment, generally applicable laws and internal acts of the University shall apply.

Student's signature

PUT unit stamp and signature
of the person acting on its behalf