

**DECLARATION**  
**of an organizational unit of the University to approve the student to an mandatory internship**  
**concluded on .....**

**§ 1**

We hereby declare that we approve the student to an **mandatory** internship:

Full name: .....

Major:.....

Degree Level: .....

Mode of study: .....

Education profile: general academic / practical

Year of study: .....

Student identification No.: .....

Telephone: .....

E-mail:.....

In the period from ..... to.....20.....

Number of hours: .....

**§ 2**

The purpose of the internship: Verification of knowledge, skills and competences gained during the learning process. In the course of an internship, the Student will achieve learning outcomes as regards knowledge, skills and social competences relevant to the course he/she attends. The list of learning outcomes along with the codes is available on the website of the **School of Undergraduate and Graduate Studies**

The scope of the Student's obligations:

1. ....
2. ....
3. ....
4. ....
5. ....

**§ 3**

The Receiving unit shall be obliged to:

1. familiarize the student with their company's work regulations, provisions on state and professional secrets as well as the occupational safety and health provisions.
2. appoint a person to supervise the Student when performing the duties allocated to the Student in compliance with the internship program and achieve the objective specified in § 2 hereof.
3. exercise educational and organizational supervision over the course of internship.
4. terminate the internship in case the Student blatantly violates discipline at work. Where the violation of discipline at work was health- or life-threatening, the Unit may not allow the Student to resume his/her internship.
5. fill in an internship completion form and hand it over to the Student.

**§ 4**

1. A person supervising the internship is a superior of the Student during his/her internship, is responsible for the completion of internship in compliance with its objective and is authorized to tackle the issues connected with the course of internship together with the Unit's representative.

2. A person supervising the student on behalf of the University is the academic supervisor who issues the approval to an mandatory internship:

.....  
(Full name / Signature of the Dean/vice-dean)

**§ 5**

1. The Student undertakes to complete the internship pursuant to Articles 1 and 2.
2. The Student, who is aware of criminal responsibility for giving false statements arising from Article 233 of the Penal Code (providing untrue information or concealing the truth), states that he/she possesses valid accident insurance (NNW), which he/she arranged on his/her own.

**§ 6**

1. The internship cannot be conducted in any conditions which may be harmful to health.
2. The internship is offered on an unpaid basis and cannot serve as the ground for concluding any employment relation.

**§ 7**

Any amendments to this Declaration shall be made in writing in the form of an annex on pain of nullity.

**§ 8**

This declaration has been prepared in three copies, the student submits one copy, signed by the Head of the Receiving unit, to the **School of Undergraduate and Graduate Studies** where it is stored, second copy is intended for the University's organizational unit which approves students to internships, third copy for the Student.

.....  
Signature and seal  
Dean/vice-dean

.....  
Student's signature

.....  
Signature and seal  
approving the student to an  
internship