

## Contract for the Completion of the Practical Training Period

This practical period is an integral part of the studies "Agriculture" of the Agrar- und Ernährungswissenschaftlichen Fakultät der Christian-Albrechts-Universität Kiel. The following contract is between the parties mentioned below:

### **Employer**

tutor: \_\_\_\_\_

address: \_\_\_\_\_

### **Trainee**

first name, surname: \_\_\_\_\_

address: \_\_\_\_\_

date of birth: \_\_\_\_\_

matriculation number: \_\_\_\_\_

e-mail: \_\_\_\_\_

### **1. Objectives of the practical period**

The training period is to introduce a variety of work and tasks related to the job as an agricultural engineer, and to enable him, or her, to convert the theoretical knowledge into practical work experience.

### **2. Duration of the practical training**

The training period starts on \_\_\_\_\_

The training period finishes on \_\_\_\_\_

### **3. Probationary Period**

The probationary period is two weeks if the training period lasts less than three months. The probationary period is one month if the training period is longer than three months.

### **4. Trainee's Responsibilities**

The trainee commits him or herself to

1. using all opportunities for training,
2. following the instructions of those people who are responsible for his or her training,

3. following all regulations of the employer,
4. maintaining confidentiality about the employer's internal company data.

**5. Employer's Responsibilities**

The employer commits him or herself to

1. training the trainee in accordance with the objectives of the training,
2. allowing the trainee to attend special courses of the Agrar- und Ernährungswissenschaftlichen Fakultät der Christian-Albrechts-Universität Kiel, which are part of his or her training,
3. if required – nominating a tutor (adviser) for the trainee who will be responsible for all questions in connection with the training,
4. providing a written report on the trainee during his or her training period including all aspect of work covered and success.

**6. Payment**

1. The employer and the trainee agree upon a payment of €\_\_\_\_\_ monthly.
2. During the period of training the trainee is a student of the Agrar- und Ernährungswissenschaftlichen Fakultät der Christian-Albrechts-Universität Kiel.

**7. Other agreements**

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This contract is to be made in triplicate; one of the copies is to be authorized by the "Praktikantenamt" of the Agrar- und Ernährungswissenschaftlichen Fakultät der CAU, Wilhelm-Seelig-Platz 7, D - 24098 Kiel, Germany, prior to the start of the training period.

\_\_\_\_\_ place, date

\_\_\_\_\_  
employer

\_\_\_\_\_  
trainee

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Noted by Practical Training Office: \_\_\_\_\_