

Internship contract (annex)

The Department of Media Studies at the University of Aarhus and the following external partner

Subsequently called Training Enterprise

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hereby commit themselves to a training contract on behalf of the student

Subsequently called student

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The training will start on _____ and end on _____.
month-day-year month-day-year

The student's Primary Contact Person at the Training Enterprise is

subsequently called Primary Contact Person

Any questions that may arise in connection with the student's work should be dealt with by the student, the student's Primary Contact Person, and the supervisor at the Department of Information and Media Studies

_____ Jesper Tække

The training will be part of the subject "communication in organizations" at the master's degree program of Media Studies

The training period will be regulated by the conditions stated below:

Consistent with the normal rules of employment, the Training Enterprise retains all rights to any products that the student develops or contributes to during the training period.

The Training Enterprise covers any expenses which may arise in connection with the student's work. This does not include living expenses in general.

The student is included in one or more of the daily work routines, which means participating in the Training Enterprise's usual work schedule.

The Training Enterprise ensures that a proper work space, for example a desk, is at the student's disposal. Furthermore the Training Enterprise ensures continuous communication and knowledge sharing between the student and the Primary Contact Person during the training period.

As part of the evaluation of the training period, the student must write an examination paper which contains both an independent analysis of the Training Enterprise and an account of the working processes that the student has been involved in. The Training Enterprise hereby accepts that during the training period the student must have time off to work on the examination paper and that part of the work experience for the student consists in evaluating the Training Enterprise and its working processes.

In addition, the student will prepare a 3-5 pages report, summarizing the above mentioned paper. Only this report will be given to the Training Enterprise.

Both the paper and the report will be classified as *confidential*, which means that the content will go no further than the Training Enterprise, the internal and external examiner.

The student hereby agrees not to disclose publicly or to any other party whatever internal knowledge he or she may acquire about Training Enterprise, including product development, customers and etc..

Date _____

Contact person

Jesper Tække
Supervisor

Student