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| **Internship Agreement / Praktikkontrakt** |  |
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An internship agreement is hereby formed by / Der indgås hermed praktikkontrakt mellem:

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| **Company or organisation / Virksomhed eller organisation:** |

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| --- | --- |
| Name / Navn: |  |
| Address / Adresse: |  |
| Postal code / Postnummer: | City / By: |
| Country / Land: |  |
| Contact person / Kontaktperson: |  |
| Position / Stillingsbetegnelse: |  |
| Phone / Tlf.: | E-mail: |

And / og:

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| **The student / Den studerende:** |
|  |  |
| CPR-number / CPR-nummer: |  |
| Name / Navn: |  |
| Address / Adresse: |  |
| Postal code / Postnummer: | City / By: |
| Country / Land: |  |
| Phone / Tlf.: | E-mail: |
| Degree programme and line of specialisation/ Studium og specialisering: |  |
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| **Extension of the internship / Omfang af praktikken:** |

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| **20 ECTS**: |  |
| Hours in total/antal timer ialt: | **444 hours/timer** |
| Internship period (DD-MM-YY to DD-MM-YY)/Praktikperiode (DD MM-ÅÅ til DD-MM-ÅÅ):*No later than 3rd January/Skal senest afsluttes den 3. januar* |  |
| Number of weeks/antal uger: |  |

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| **Expectations for the Internship / Forventninger til praktikken:** |

The internship must constitute a natural part of the student's line of specialisation. It is therefore expected that the topics that the student works on are based on topics dealt with in the student's line of specialisation.

It is also expected that the internship site will provide the student with an organisational and social framework that helps students to learn from others, and at the same time is conducive to students reflecting on practical issues. It will depend on the student's line of specialisation and the tasks to be performed in the internship, which constitutes an appropriate organisational and social framework.

Concurrently with the student’s internship, the student must meet the requirements for further ECTS credits. This means that the student must have at least one course at the same time as, or immediately before the internship. It is also expected that the student will be able to work on his/her internship report concurrently with the internship. /

Det projektorienterede forløb skal udgøre en naturlig del af den studerendes cand.merc.-linje. Det forventes derfor, at de problemstillinger, som den studerende beskæftiger sig med, ligger i forlængelse af emner, der behandles på den studerendes linje.

Det forventes endvidere, at praktikstedet kan tilbyde den studerende en organisatorisk og social ramme, som medvirker til, at den studerende kan lære af andre, og samtidig er befordrende for, at den studerende reflekterer teoretisk over praktiske problemstillinger. Det vil være afhængigt af den studerendes linje og de opgaver, der skal udføres i praktikken, hvad der udgør en passende organisatorisk og social ramme.

Den studerende skal, sideløbende med sit projektorienterede forløb, opfylde krav til yderligere ECTS-point. Det betyder, at den studerende skal have minimum ét fag samtidig med eller umiddelbart før sit projektorienterede forløb. Det forventes også, at den studerende har mulighed for at arbejde på sin praktikrapport sideløbende med praktikken.

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| **The task(s) which the student will be performing / Arbejdsopgaver, som den studerende skal udføre:** |
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| **Internal Advisor / Vejleder:** |
| Name / Name: |  |
| Department / Institut: |  |
| Phone number / Telefon: |  |
| E-mail: |  |
| Date/Dato: |  |
| Signature\* / Underskrift\*: |  |

\***The signature entails preliminary approval of the internship according to the study board’s current rules and regulations** / Underskriften medfører forhåndsgodkendelse af praktikforløbet i henhold til studienævnets gældende retningslinjer.

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| Date / Dato: |  | Date / Dato: |
|  |  |  |
| Signature (Company / Organisation)Underskrift (Virksomheden/organisationen) |  | Signature (The student)Underskrift (Den studerende) |

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| Before the commencement of the internship, but no later than 15 August, please submit a scanned version of the internship agreement via the student self-service system (STADS). For more information about registration: <https://studerende.au.dk/en/studies/subject-portals/business-administration/counselling/project-basedinternship> /Inden påbegyndelse af det projektorienterede forløb, dog senest den 15. august, skal du indsende din praktikkontrakt via selvbetjeningen. Se nærmere vedrørende tilmelding: <https://studerende.au.dk/studier/fagportaler/businessadm/studievejledning/praktik#c2622509>  |