# Model Internship Agreement

The undersigned:

1. ... (name internship company), located at ... (address) in ... (location), legally represented by *Mr/Ms ... (name employee*) in the function of ... (description function),

hereinafter referred to as 'the internship company',

and

1. ... (*name intern*), born on ... (*date of birth*) in ... (*place of birth*), residing at ... (*address*) in ... (place) and legally represented by Mr / Mrs ... (*name representative*) [[1]](#footnote-1) ,

hereinafter referred to as 'the intern',

and

1. .... (*name educational institution*), established at ... (*address*) in ... (*location*), legally represented by *Mr/Ms ... (name representative educational institution)* in the position of ... (description of function),

hereinafter referred to as 'the educational institution',

taking into account that on the basis of the education schemes used the internships are part of the curriculum, that the activities to be carried out by the intern must primarily have an educational function and that during the internship the intern remains a *pupil/student* of the educational institution.

declare to have agreed to the following:

**Article 1**

This agreement is an integral part of the Construction Internship Scheme of the relevant academic year as drawn up by the Internships in Construction Committee and published by Bouwend Nederland.[[2]](#footnote-2)

**Article 2**

The internship is part of the academic year ... (*academic year)* and is part of the ……(*description specialisation*) programme at.... (*name of educational institution*). The internship starts on ... (*start date*) and ends on ... (end date).

**Article 3**

The day-to-day training time for the intern is in accordance with the working hours that apply to the department/building site where he/she is placed, unless otherwise agreed and insofar as this is not contrary to the labour legislation with regard to juveniles.

**Article 4**

With regard to leave, the provisions included in the Construction Internship Scheme apply to the relevant academic year.

**Article 5**

In accordance with the Construction Internship Scheme, the intern will receive a compensation from the internship company during the activities in the context of the internship of gross € ... (*amount*) per *week/four weeks/month.*

**Article 6**

With regard to expenses allowances, such as a travel allowance and a reimbursement of accommodation costs, the provisions included in the Construction Internship Scheme of the relevant academic year apply.

**Article 7**

During the internship the following objectives should be pursued:

* ... (*description of the internship objectives*);
* ... (*description of the internship objectives*);

**Article 8**

The work of the intern in the internship company includes:

* ... (*description of work intern*);
* ... (*description of work intern*);

**Article 9**

On behalf of the internship company, Mr/Ms ... (name of the internship supervisor) will be appointed as internship supervisor, responsible for supervising the intern at the location of the internship.

**Article 10**

The intern is obliged to observe details, rules, regulations and instructions within the internship company in the interests of order, safety and health.

**Article 11**

The intern is obliged to immediately inform the company's internship supervisor in the event of absence and upon return of absence.

**Article 12**

The intern is obliged to keep everything confidential that is entrusted to *him/her* under confidentiality or what has come to his/her knowledge as confidential or of which *he/she* must reasonably understand the confidential character.

**Article 13:**

At least at the end of the internship period, a meeting will take place between the internship teacher, the internship supervisor and the intern for the assessment of the internship.

**Article 14**

This agreement may be terminated, interrupted, extended or shortened on the initiative of one of the parties in consultation with the other parties. Both the internship company and the educational institution must attach their approval to this.

**Article 15**

*Room for other agreements*

Thus agreed and drawn up in triplicate in .... *(location)* on .... *(date*).

... (*name representative internship company*)

(*Signature representative*)

... (*name intern and legal representative*) [[3]](#footnote-3)

(*Signature intern and legal representative*)

*... (name representative educational institution)*

(Signature representative educational institution)

1. Include when trainee is a minor. [↑](#footnote-ref-1)
2. *It is therefore advisable to attach this to this agreement and sign it.* [↑](#footnote-ref-2)
3. Include when intern is a minor. [↑](#footnote-ref-3)