



University of Bremen
Department of Human and Health Sciences
Bachelor Programme in Public Health

Agreement on the practical experience semester

For the practical experience semester in the Public Health programme

between the **host organisation**

Name:
Address:
Phone No:
Email:

and the **student Mr. / Mrs.**

Name:	Date of birth:
Address:	
Phone No:	
Email:	
Student registration No:	

the following agreement for the practical experience semester is hereby made. This internship is a mandatory component of the Bachelor Programme in Public Health at the

University of Bremen
Faculty of Human and Health Sciences
Grazer Strasse 2
28359 Bremen

described in § 2 (4) of the programme regulations.

§ 1 Duration of the practical work experience

- (1) The work experience will be held in the institution stated above and covers 540 hours of work. The agreement covers the period from _____ to _____.
- (2) The work experience is part of the Public Health study programme. The student remains a member of the University of Bremen.

§ 2 Tasks and contents of the practical training

For the practical training semester the following main assignments and contents are agreed upon:
(Please specify on a separate sheet)

§ 3 Duties of the host organisation

The organisation will:

1. give the student an introduction to his/her assignments.
2. specify a qualified person who will be responsible for instructing and supervising the student.
3. notify the Public Health Programme if the student fails to begin work or ends the semester internship early.
4. write a qualified recommendation for the student after finishing the semester internship.

§ 4 Duties of the student

The student will:

1. work conscientiously on the given assignments.
2. respect the ethical fundamentals of the institution.
3. respect rules and regulations and be careful with given materials, technical and electronic devices.
4. act in the interest of the institution and maintain confidentiality about internal processes.
5. notify the internship institution immediately if unable to attend due to illness; to present a doctor's certificate on the third day of extended illness.
6. write a report about the practical experience semester.

§ 5 Insurance

During the practical experience semester, the student is insured according to the regulations of the student health insurance. The institution is responsible for accident insurance and liability insurance.

§ 6 Salary

The monthly salary agreed is _____.

§ 7 Vacation days

There are no vacation days during the practical experience semester. The host organisation may grant occasional vacation days to the student for personal reasons.

§ 8 Change of institution

Only in exceptional cases and for significant reasons, students will be permitted to change the host institution during the practical experience semester. All changes require the approval of the Internship Commissioner of the University of Bremen.

§ 9 Cancellation of this agreement

This agreement requires the approval of the Public Health Programme. During the period preceding the practical training, this agreement may be void if the student fails to meet the academic requirement necessary for entry into the practical experience semester, as specified in the programme regulations. The internship can be cancelled:

- for an important reason without giving notice.
- by the student for personal reasons. Four weeks notice must be given.

The cancellation of this agreement must be in writing and include reasons for cancellation. Students or institutions wishing to cancel this agreement should contact the student's Internship Commissioner first.

