Agreement №\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

on the organization and conduct of student internship at enterprises, institutions and organizations

Kyiv, Ukraine \_\_\_\_\_\_\_\_\_\_\_\_\_ 2025

**National Technical University of Ukraine“Igor Sikorsky Kyiv Polytechnic Institute”**

represented by dean of the faculty/director of institute

\_\_\_\_\_\_Dean Yaroslav Kornaga\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

(occupation, full name)

acting in accordance with the power of attorney № \_\_\_\_\_\_\_\_\_\_37\_\_\_ from \_\_\_\_30.12.2024\_\_\_\_\_\_\_\_\_\_\_

on the one side,

and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_XXXXXXXXXXXXX\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(full name of enterprise, institution or organization)

represented by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ XXXXXXXXXXXXX \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(occupation, full name)

acting in accordance with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ XXXXXXXXXXXXX \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

on the otherside, here in after collectively referred to as the Parties and individually as the Party,

have concluded this Agreement on the following:

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ HAVE THE FOLLOWING RESPONSIBILIES:

1.1. Accept students for internship according to the timetable:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Speciality | Year of study | Type of internship | Number of students | Dates of internship |
| Code | Title |
| Stated | Taken | Beginning | End |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 126 | Information systems and technologies | 6 | pre-diploma |  |  | 01.09.25 | 26.10.25 |
| 1 | Full name of the student, group |  |  |  |  |  |  |
| 2 | Full name of the student, group |  |  |  |  |  |  |
| 3 | Full name of the student, group |  |  |  |  |  |  |

1.2. Appoint qualified persons to conduct the internship.

1.3. Create the necessary conditions for students to complete the internship programme and to prevent them from being employed in posts and jobs, which is not in line with the internship programme and their future specialization.

1.4. Enable students to learn new techniques and advanced technology.

1.5. Ensure safe working conditions for students at every workplace. Conduct mandatory occupational safety training. Train students in safe working practices, if necessary. Provide students of protective clothing, safety devices and preventive treatment in accordance with the standards established for regular employees.

1.6. Provide students and their assigned supervisors from the university with the opportunity to use laboratories, offices, workshops, a library, technical and other documentation necessary to complete the internship program.

1.7. After completing the internship, provide a characteristic for each student-trainee, which should reflect the implementation of the internship program, the quality of the report prepared by the student, and more..

1.8. Provide students with the opportunity to collect information for term papers and theses based on the results of the enterprise's activities and is not a commercial secret, based on the directions of the departments.

1.9. Additional conditions The contract is valid without mutual financial obligations.

1.9.1. In the conditions of martial law, in accordance with the Decrees of the President of Ukraine and the terms of its extension in connection with the military aggression of the Russian Federation, practice leaders - if possible - create conditions for students of higher education to complete their practice remotely.

2. NATIONAL TECHNICAL UNIVERSITY OF UKRAINE“IGOR SIKORSKY KYIV POLYTECHNIC INSTITUTE” HAVE THE FOLLOWING RESPONSIBILIES:

2.1. Ensure the arrival of students at the enterprises within the time specified in the calendar plan.

2.2. Submit an internship programme for approval two months before the start of the internship and lists of interns no later than one week before the start of the internship.

2.3. Appoint qualified teachers as internship supervisors.

2.4. Provide teaching and methodological guidance and control over student internships.

2.5. Additional conditions The contract is valid without mutual financial obligations.

3. GENERAL PROVISIONS

3.1. Conduct a joint investigation of accidents that happened to students during the internship.

3.2. All disputes arising between the parties under the contract are resolved in the prescribed manner.

3.3. The contract comes into force after it is signed by the parties and is valid until the end of the internship in accordance with the schedule. The parties make changes and additions by an additional agreement.

3.4. The agreement is made in two copies: one for each party.

3.5. Legal addresses of the parties and settlement accounts:

**Igor Sikorsky Kyiv Polytechnic Institute**

37, Beresteiskyi Ave., Kyiv, 03056, Ukraine,

03056, Tel.: +380 44 204 9494

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\_\_XXXXXXXXXXXX\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The agreement signed by:

**Igor Sikorsky Kyiv Polytechnic Institute** \_\_\_\_\_XXXXXXXXXXXXXXXXX\_\_\_\_\_

Dean of the Faculty/

Director of the Institute\_ Yaroslav Kornaga \_ Director \_\_\_\_\_\_\_\_\_\_XXXXX\_\_\_\_\_\_\_\_\_\_

Date: “\_\_\_” \_\_\_\_\_\_\_2025\_\_ STAMP Date: “\_\_\_” \_\_\_\_\_\_\_2025\_\_ STAMP