**STUDENT INTERNSHIP AGREEMENT No.**

d. 20

Vilnius

**Vilnius University** (hereinafter – the Higher Education Institution, HEI), represented by **Vice-Dean** of Faculty of Economics and Business Administration, VU **assoc. prof. dr. Roma Adomaitienė**, acting on the basis of Vilnius University Statute,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (**hereinafter – the Host Organisation**),

(Name of the host organisation)

represented by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

(Name, surname, position)

acting on the basis of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

and **a 4th-year student** of Management and Business Administration, Marketing and Global Business branch \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(name, surname, personal code or date of birth,

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, student’s permanent residence address)

(hereinafter – the Student), (**jointly referred to as the Parties**), in consideration of the laws of the Republic of Lithuania, hereby agree as follows:

* 1. **GENERAL PROVISIONS**
1. This agreement is concluded for the entire period of Internship at the Host Organisation.
2. The Student implements Internship according to the internship requirements of the HEI:
3. The purpose of the Internship – to enhance and develop knowledge, competences and practical skills, acquired by the student during the years of study;

2.2. The Contents of the Internship:

• to analyse the current marketing situation of the organization: preparation of macro, micro and internal marketing environments; to prepare organization’s threats/opportunities and strengths/weaknesses (SWOT) analysis on the basis of the organization’s current marketing situation;

• to identify the target market of the internship organization; to determine what marketing goals are aimed at in a defined market(-s); to provide practical recommendations and suggestions for achieving the goals.

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| 2.3. The Internship period – Internship begins 04/ 02 /2019 and finishes on |  03/05/2019, |
|  |  | (day, month, year) | (day, month, year) |
| the scope of Internship | 15 | ; |  |

(Number of study credits)

2.4. Other Traineeship conditions and arrangements – \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**II. OBLIGATIONS OF THE PARTIES**

3. The HEI undertakes:

1. To ensure the necessary theoretical and practical preparation of the student for carrying out the Internship;
2. To assist a student during their Internship period and assign them with an Internship supervisor.

4. The Host Organisation undertakes:

4.1. To provide the Student with an Internship workplace\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

(Name and address of the Internship workplace)

1. To organize the necessary briefings on workplace safety, health protection and fire safety;
2. Unless otherwise agreed by the Parties, to ensure that the Student’s working conditions meet workplace safety, health and hygiene standards, when required, to provide the Student with the necessary equipment, working clothes and working footwear, as well as other individual and collective workers’ health and safety devices as stipulated in legal acts, in compliance with the effective rules of the Host Organisation or supplementary agreement with the HEI on working procedures and conditions;
3. To assign the Student the tasks related to the study and Internship requirements and to ensure that the Student will not be assigned tasks unrelated to study and Internship requirements and will not be forced to perform unskilled labour;
4. To inform the student that information provided during the Internship related to commercial or other secrets of the Host Organisation must not be distributed outside the Host Organisation. The Host Organization shall also inform the student about applicable penalties for distributing such information (if stipulated in the internal documents);
5. To inform the HEI about violations of Internship agreement and/or the Student’s failure to attend the Internship;
6. To provide the HEI with the evaluation of the student and their work during the Internship.
7. The Host Organisation is entitled to allow the Student to perform the assigned functions of taking part in production or service supply processes only if the Host Organisation and the Student sign a temporary work contract, as prescribed by the legal acts. This clause may be non-applicable to Internship of residents in accordance with requirements of the legal acts regulating residency in medicine, odontology and veterinary medicine.
8. The Student undertakes:
9. To follow the rules and regulations (articles of association) of procedure of the Host Organisation, as well as provisions of the supplementary agreement with the HEI on working procedures and conditions, to keep confidential any commercial or other secrets and information of the Host Organisation, indicated by the latter according to Clause 4.5.;
10. To protect property of the Host Organisation and to take responsibility for inflicted material damage as prescribed by the law;
11. To follow the requirements of workplace safety, health protection and fire safety rules;
12. To inform both the Host Organization and the HEI about an illness or inability to carry out the Internship at a particular time and to present the HEI with the necessary documents.
13. To prepare the Internship report in accordance to the official rules.
	1. **FINAL PROVISIONS**

1. The agreement may be amended only by a written agreement of all the Parties. All amendments to the agreement are deemed as an integral part of the agreement.
2. The agreement may be terminated in the following cases:
3. When a Student is expelled from the HEI, terminates or temporarily suspends studies (including the students who take an academic leave);
4. When one of the Parties infringes the obligations set out in the agreement;
5. Upon mutual agreement of the Parties, providing that such agreement is conditioned by unforeseen circumstances, objective and motivated reasons.

9. A Party shall notify the other Parties hereto about termination of the agreement no later than 10 days prior to its termination.

10. Any disputes which the Parties cannot resolve in good faith shall be settled in the manner prescribed by the legal acts of the Republic of Lithuania.

11. This agreement shall come into effect on the day it is signed by the last Party hereto and shall remain in effect until completion of the Internship and full satisfaction of all other obligations set out herein.

12. The agreement is concluded in three copies of equal legal force, one for each Party hereto.

**DETAILS OF THE PARTIES**

The HEI:

Vilnius University

Universiteto st. 3, LT-01513, Vilnius, Lithuania

Tel. +370 5 268 7001, fax. +370 5 268 7009

Company code 211950810, VAT LT119508113

The Host Organisation:

The supervisor of practical Internship designated by the Host Organisation:

(full name and telephone number of the supervisor)

The Student:

(Student‘s full name and telephone number)

**SIGNATURES OF THE PARTIES**

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| HEI | Host Organisation | Student |