

STUDY TOURS PROGRAMME IN MALTA

Work Experience

SHORT-TERM TRAINEESHIP AGREEMENT

Considering the Italian Law n. 107/2015, recognizing the significance and utility of the relationship between working experience and school, and, recognizing the staying at STUDY TOURS PROGRAMME IN MALTA as useful and effective as a working one, a short-term traineeship agreement is hereby stated between:

The Host Organization:

STUDY TOURS PROGRAMME IN MALTA	ADDRESS
Represented by: the Coordinator for the Italian students Ms Nadia Cataldi	In his/her capacity as: Trainee Coordinator. Email: n.cataldi@studytours.it Tel: 0039 (0)265591111

The Educational Institute in Italy:

NAME:	ADDRESS:
Represented by: _____	In her/his capacity of: Principal and Supervisor of the Trainee Email: Tel:

The Trainee:

NAME: STUDENT'S NAME	
TEL.: STUDENT'S PHONE NO.	EMAIL:
COURSE OF STUDY:	

The following has been agreed:

1. AIM AND DURATION OF THE TRAINEESHIP:

- The main purpose of the traineeship with the Organization shall be a supplement to the studies that the Trainee is pursuing at his or her Educational Establishment (.....). The traineeship shall consist of morning (and/or afternoon) English lessons and morning or afternoon working activity. At the end of the project two Certificates will be issued:
 - A Certificate stating the level of language achieved by the Trainee;
 - A Certificate stating the tasks performed during his/her Traineeship.

TOTAL NUMBERS OF LESSONS: 15 hours per week - 45 hours in total for 3 weeks

TOTAL NUMBERS OF WORKING HOURS: 20 hours per week - 60 hours in total for 3 weeks

2. TRAINEE STATUS:

- The trainee shall be hosted by English-speaking families with half-board accommodation. He/she shall respect the rules and timetable of the family/campus, leave his/her bedroom tidy and ask for any necessity.
- The trainee shall remain a student of his/her Educational Establishment for the duration of the traineeship with the host Organization and, consequently, shall follow the programme as previously agreed upon.
- The trainee shall be subject to the administrative authority of the Principal while on the Organization's site.

In particular, the Trainee must comply with the Organization's access to the sites, conduct and safety. In the event of non-compliance with these provisions, the Organization reserves the right to terminate the traineeship before the scheduled end date.

3. SOCIAL PROTECTION

The Educational Establishment must make sure that the Trainee has taken out personal liability insurance covering any travel or medical events.

4. TRAINEE EVALUATION

At the end of the course the Organization will release a certificate testifying the Trainee's level of competence in the English language and a certificate stating the tasks performed during the Internship. The Organization undertakes to complete an evaluation of the Trainee's conduct both at school and during the working hours, if required by the Educational Establishment.

5. APPLICABLE LEGISLATION

The provisions of this agreement must be interpreted in the light of the intention of the parties and independently of any national or local legislation.

Accepted and completed in three copies:

STUDY TOURS

The Coordinator for the Italian students
Nadia Cataldi

Place: Milan, 20121, Via F. Turati n.32

Date:

The Trainee and his/her legal guardian

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Place:

Date:

The Educational Establishment:

Place:

Date: