**GRADUATE INTERNSHIP AGREEMENT**

Concluded on ................................ at ................................................... between:

.........................................................................................................................................................

(data of the entity hosting the internship)

Represented by: .............................................................................................

hereinafter referred to as the Institute, and .................................................................................

.........................................................................................................................................................

 (data of the person accepted for practice name and surname, place of residence, identity card number)

hereinafter referred to as the Apprentice.

Pursuant to the Act of July 17, 2009 on Graduate Internships (Journal of Laws 2009.127.1052), the Parties conclude a Graduate Internship Agreement with the following content:

1. The agreement is concluded for the period from .................................... to ....................................

2. The parties to the agreement agree on the following terms and conditions of employment:

1) Type of work

............................................................................................................................

2) Place of practice

............................................................................................................................

3) Weekly working hours during the term of the contract

............................................................................................................................

4) Other conditions for the practice

............................................................................................................................

3. The contract is unpaid/paid\*.

1) The remuneration of ....................................... PLN will be paid once a month, by ....................................

In person/to the designated account:

 .................................................................................................................................................

(bank account number)

4. The day of commencement of practice the parties agree on ....................................

5 The Institute undertakes to:

1) provide training to the Apprentice in occupational health and safety and fire protection and data protection,

2) issue a certificate to the Apprentice on the scope of duties and skills acquired during the apprenticeship.

6. The Apprentice declares that he/she has familiarized himself/herself with the work regulations, with the regulations on occupational health and safety, as well as with the obligation of professional secrecy and protection of personal data.

7.During the internship at the Institute, the Apprentice must have accident insurance (personal accident insurance) and third-party liability insurance.

8 Personal Data Protection:

1) The scope of the processing of personal data includes the data of the Apprentice, necessary for the implementation of the Agreement (name and surname, PESEL no. and contact data - i.e.: address (street, house number, postal code, city). Whenever "personal data" is referred to further in this paragraph, it shall be understood to mean the personal data provided to the Institute under this paragraph.

2) Personal data may be processed by the Institute only for the purpose of conducting the internship and confirming the documentation of the internship. The Institute undertakes not to process personal data for any other purpose and scope than that specified in the Agreement.

3) Only persons hired by the Institute to carry out the practice and confirm the practice may be allowed to process personal data, and who have an authorization to process personal data issued by the Institute.

4) In processing personal data, the Institute shall comply with the principles indicated in this Agreement and in accordance with the Regulation of the European Parliament and of the Council (EU) 2016/679 of April 27, 2016 on the protection of natural persons in relation to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) (Official Journal of the EU L 119 of 04.05.2016, p. 1, as amended).

9. Any changes to this agreement shall be in writing.

10. In matters not covered by this agreement, the provisions of the Law on Graduate Internships and the provisions of the Labor Code and the Civil Code shall apply.

11.This agreement is drawn up in two identical copies, one for each party

.................................................... ....................................................

 (date and signature of the Apprentice) (signature of the Employer)

\* delete as appropriate