

## Internship Contract

The company \_\_\_\_\_  
agrees to employ as a trainee,  
Mr/Ms \_\_\_\_\_, born \_\_\_\_\_,  
address \_\_\_\_\_,  
student of the Department of Environmental Systems Science of ETH Zurich.

### 1. General clauses

This contract is based on the 2013 programme regulations of the Master programme in Environmental Sciences Article 16, Section 3, Article 27 and 37, ed. 14.04.2015-1 (RSETHZ 324.1.1002.11).

The trainee shall perform tasks to the best of his/her ability.

Name of the person mainly responsible for the student's support in the company  
\_\_\_\_\_.

### 2. Duration of the internship

The internship shall last for a period of at least eighteen (18) weeks, including holidays. The internship shall begin on \_\_\_\_\_ and be completed on \_\_\_\_\_. The trainee shall work \_\_\_\_\_ hours per week. If the trainee is incapacitated for work due to sickness or accident for a period of more than two (2) weeks, the loss of working hours shall be made up for.

### 3. Holidays

The following arrangement covers holidays: \_\_\_\_\_  
\_\_\_\_\_

### 4. Salary

The salary shall be CHF \_\_\_\_\_ per month before deductions and be paid pro rata for months not fully completed.

## 5. Insurances

The trainee is insured against all medical costs arising from accident by the obligatory health insurance in accordance with the Federal Law on Health Insurance.

The trainee is insured/not insured (please cross out whichever does not apply) against liability under the liability insurance of the company.

## 6. Confidential information

The trainee undertakes to respect the company's confidential information; he/she shall be informed of such confidential nature by the company. The confidential sections of the internship report shall be drafted in general terms or excluded from the report if the company so desires, provided that the report as a whole does not lose its validity. Should essential parts of the report be thus affected, these sections shall be drafted separately and, with the company's consent, assessed only by the supervising lecturer of ETH Zurich. This section of the report shall not be made publicly available. If necessary, the entire internship report may be so treated.

## 7. Disputes

If differences between the company and the trainee arise, attempts shall be made to resolve them through personal talks. If either party so desires, or in a case where no agreement can be reached, the internship advisory service of the Master programme in Environmental Sciences shall be called upon to mediate.

## 8. Completion of internship

Upon completion of the internship, the company shall issue the trainee a written certificate of employment. The company shall fill in the Acceptance of the internship report(s) and publishing agreement form and the Company's final evaluation of the internship questionnaire.

This contract is drawn up in two copies. One copy shall remain with the company; the other copy shall be given to the trainee.

For the company:

Signature:

\_\_\_\_\_

Date: \_\_\_\_\_

The trainee:

Signature:

\_\_\_\_\_

Date: \_\_\_\_\_