

AGREEMENT
on the organization of the apprenticeship
No. / 082/20

On between **the University of Warsaw** with its seat in Warsaw 00-927, Krakowskie Przedmieście 26/28, hereinafter referred to as **the University**, represented by the Dean of the Faculty of Economic Sciences, University of Warsaw, dr hab. Gabriela Grotkowska, prof. ucz., and (*the Apprenticeship Organizer*), based in, at, hereinafter referred to as **the Apprenticeship Organizer** represented by Ms / Mr – (*their function/position*) and Ms/Mr (*the apprentice*), residing in, at, a student of year at the Faculty of Economic Sciences of the University of Warsaw, hereinafter referred to as **the Apprentice**, hereinafter jointly referred to as **the Parties**, have concluded an Agreement with the following content:

Art. 1

The University shall:

- 1) refer an Apprentice, who has accident insurance, to the Apprenticeship Organizer so that they complete a student apprenticeship,
- 2) exercise organizational care throughout the apprenticeship,
- 3) issue a *placement referral* for the apprentice at the request of the Apprenticeship Organizer.

Art. 2

The Apprenticeship Organizer shall:

- 1) appoint an apprenticeship tutor who specifies the scope of duties of the apprentice (the attached *framework programme of the apprenticeship*),
- 2) familiarize the apprentice with the work regulations, provisions on health and safety at work,
- 3) ensure the apprentice studies while completing their apprenticeship,
- 4) *issue an apprenticeship certificate*.

Art. 3

The parties, justifying their decision, have the right to withdraw their consent to the apprenticeship during its course.

Art. 4

he Apprenticeship Organizer is not obliged to pay remuneration for the activities performed by the apprentice as part of the apprenticeship and does not incur the costs of medical treatment of the apprentice.

Art. 5

The apprenticeship may not take place in conditions harmful to health as specified by the labour law.

Art. 6

The Apprentice shall complete the apprenticeship in accordance with the programme, and shall:

- 1) comply with the order and work discipline established by
- 2) comply with the health and safety and fire protection rules applicable in
- 3) comply with the rules for the protection of classified information applicable in
- 4) learn about the rules of secrecy protection in and comply with them,
- 5) learn about data confidentiality protection to the extent specified by
- 6) comply with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and the free movement of such data, and repealing Directive 95/46/EC, as well as the Act of 10 May 2018 on personal data protection (Journal of Laws of 2018, item 1000),
- 7) indefinitely keep all information confidential related to the entrustment and processing of the Data Set administered by
- 8) comply with the rules of the apprenticeship defined by the University.

Art. 7

The apprenticeship shall take place from 20 to 20

Art. 8

Any disputes that may arise from this Agreement shall be resolved by: on the part of the University – the Dean of the Faculty of Economic Sciences of the University of Warsaw, on the part of the Apprenticeship Organizer – Mr/Ms –

Art. 9

Any amendments to this Agreement shall be in writing in the form of a covenant; otherwise, they shall be deemed invalid.

Art. 10

This Agreement has been prepared in three identical copies. Each party shall receive one copy.

Annex to the Agreement:

The framework programme of the apprenticeship

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The University

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The Apprenticeship Organizer

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The Apprentice



UNIVERSITY
OF WARSAW



UNIVERSITY OF WARSAW
Faculty of Economic Sciences

The framework programme of the apprenticeship

Mr / Ms,
a student of the Faculty of Economic Sciences at the University of Warsaw, the number of the
student's grade record book, year of study, the field of
study, the specialization
in *the Apprenticeship Organizer* –
..... (*Office / Department / Unit*)
in the period from 20 to 20 in total hours of

The scope of duties of the student during the apprenticeship:

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-
-
-
-
-

.....
The Apprenticeships Coordinator

.....
The Apprenticeship Organizer

.....
The Apprentice

¹ To be prepared in three identical copies.