**AGREEMENT No 22-61/\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**for providing the student’s Internship.**

Riga \_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 201\_\_

University of Latvia (hereinafter referred as UL), Reg. No 3341000218, address: Raina Blvd. 19, Riga, LV-1586, represented by **Margarita Dunska** Vice dean of the Faculty of Business, Management and Economics and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred as Institution), Reg. No \_\_\_\_\_\_\_\_\_\_\_­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, represented by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, authorized by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on the other hand, and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, identification number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred as Student) on the third hand, hereinafter referred separately as Party and jointly as Parties, sign the following Agreement:

**Subject of the Agreement**

Providing and organizing the Student’s Academic Practice (International Business).

**UL undertakes:**

In accordance with the requirements of the Bachelor’s degree study programme *Business Administration* to send the Student on Academic Practice from **\_\_.\_\_.201\_**. till **\_\_.\_\_.201\_.** (minimum 4 weeks for 4 credit points).

To instruct the Institution in the rules of practice, objectives of practice, tasks and content before sending the Student on the practice.

To ensure the Student with appropriate preliminary qualification and to inform the Student about her obligations and rights during practice.

To provide the Student with the practice supervisor/s – UL representative/s who will supervise practice.

To communicate with the practice supervisor in the Institution regularly and to solve the problems with the administration of the Institution.

**Institution undertakes:**

To provide The Student with the practice place in accordance with the rules of practice and also to ensure the appropriate working conditions - labor safety, fire security und standards of hygiene.

To provide the Student with the practice supervisor with the practical experience.

To instruct the Student in the regulations of establishment and labor safety of the Institution and to control the compliance.

To ensure the Student’s access to information for accomplishing the practice tasks.

To inform UL immediately if the Student has not clocked in term in the Institution, has broken the regulations of establishment or labor safety of the Institution or does not fulfill the practice supervisor’s orders or the orders of the administration of the Institution.

To give the Student’s estimation and the practice supervisor’s reference at the end of practice.

**Student undertakes:**

To observe the regulations of establishment of the Institution, labor safety, safety engineering and standards of hygiene, do not damage the property of the Institution.

To fulfill the practice supervisor’s orders or the orders of the administration of the Institution.

Do not disclose any information which is recognized as confidential by the Institution.

To fulfill the tasks defined in the rules of practice and submit the practice report in UL at the appropriate term.

**Term of Agreement, amendments and termination of Agreement**

The Agreement becomes into force when it is signed and it is valid till the end of practice (2.1.point).

Each of Parties has right to terminate the Agreement informing other Parties in writing in advance.

Any amendments or termination of the Agreement are made by written agreement among Parties which becomes as an integral part of the present Agreement.

**Final provisions**

Parties solve the question about the financial means of practice on the base of the additional agreement.

* 1. Each of Parties is liable for fullfilling the Agreement and in accordance with the laws of the Republic of Latvia is entitled to recover damagescaused to other Party because of default of the Agreement.

All disagreements are settled by means of negotiations. If negotiations fail the controversy will be considered by a court in compliance with the laws of Republic of Latvia.

* 1. The Agreement has been drafted in three copies, each Party receiving one copy.

**Parties’ signatures**

In the name of UL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( Margarita Dunska)

In the name of Institution \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( )

Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( )