

INTERNSHIP AGREEMENT

The purpose of this agreement is to define the conditions under which the trainee named below will be accepted into the company.

ARTICLE 1: SIGNATORIES

I. THE HOSTING COMPANY *(or the Liberal profession)*

NAME :

represented by : in capacity

Nature of the business activity :

Address :

Full name and position of the responsible of the internship follow up at the company :

.....

Phone number : Fax : E-mail :

II. THE TRAINEE

Full Name : Student at
CPF Montana In grade level :

Date and place of birth :

Nationality :

Address :

Phone number : e-mail : Full
name of the legal guardian : Phone :
.....e-mail :

III. THE SCHOOL

NAME : CPF Montana– Dik El Mehdi

represented by : Mr. Bruno JACQUIER Position : General Director

Address : Dik El Mehdi – Metn Phone : 04 914 005 Fax : 04 914 006



ARTICLE 2: THE INTERNSHIP’S PROGRAM:

Sequence of Observation in a professional environment

The content of the training defined by the company in agreement with the school must allow the student trainee to **discover a professional field**, understand its operation (or the operation of one of its services), and perform certain tasks or activities adapted to his/her level, depending on the possibilities of the company.

Full name and position of the responsible of the student trainee at school:

Rania STEPHAN, career counselor at CPF Montana, representing the Director of English Section,

Phone number: 04 914 005; e-mail: rania.elghazalstephan@cpf.edu.lb

ARTICLE 3 : THE INTERNSHIP’S CONDITIONS

Dates (*April 2020*):

Length of the internship: days

Schedule of attendance of the trainee:
.....

Location(s) of the internship:
.....

(In case of multiple places, specify each one and its corresponding dates)

The student will go to the workplace by his / her own means.

Underage trainees cannot be present in the company before 6 a.m. and / or after 10 pm.

During his/her internship, the trainee maintains his / her academic status. He/she remains under the authority and responsibility of the school General Director.

Due to his / her status, the trainee cannot claim any remuneration from the company.

He/she must abide by the rules of the company, especially in relation to security, schedule and discipline.

He/she is bound to respect professional secrecy.

The difficulties that may be encountered during this internship, and in particular any absence of the trainee, will be immediately reported to the school General Director.

In the event of an occurring accident concerning the student trainee, the representative of the company agrees to immediately notify the school General Director.

ARTICLE 4 : SOCIAL SECURITY

The aforementioned student trainee continues to benefit from the school insurance (personal accident and civil liability risks) during the internship.

ARTICLE 5 : THE INTERNSHIP'S EVALUATION

At the end of the internship period:

- The trainee is required to submit to the school an oral report of the internship summarizing his/her experience and not tackling any confidential information about the company.

Dik El Mehdi,

on

The Manager representing the Company

Stamp and signature followed by the sentence « read and approved »

The legal guardian of the student trainee

Signature followed by the sentence « read and approved »

The student trainee

Signature followed by the sentence « read and approved »

The English Section Director

Stamp and signature