



**Certificate for internship outside curriculum
for students at the University of Lausanne**

(Adopted by the Rectorate of the University of Lausanne on July 5, 2010,
modified on March 21, 2014)

between

The company (name and address) :

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.....
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Represented by :

The University of Lausanne represented by:

.....

The intern (name and surname):

The terms and procedures are as follow:

The internship defined below is part of the duration of study for a Bachelor / Master degree at the University of Lausanne.

- Description of tasks :

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.....

- The internship will take place from the to the

- The number of hours per week is :

- The intern must be supervised within the company by a qualified and experienced supervisor, whose name is specified in the internship certificate.

Name of supervisor:

The internship should be completed within one department of the company. It should be dedicated, if possible, to a specific project identified by the company.

The company defines and communicates in writing to the intern the conditions of remuneration taking into account the specificities and objectives of the internship as well as its formative nature, the fringe benefits if need be, the terms of suspension and termination, the internal rules and the terms of social security, the conditions under which the intern is authorised to be absent, in particular in the framework of duties certified by the educational institution.



The intern still benefits from the guidance of the faculty counsellor during his/her studies. It may happen that the intern has to leave the company in order to achieve it. The stakeholders set the conditions among themselves.

A tripartite certificate is signed between the company represented by the supervisor, the intern and a representative of the University. This certificate allows the acknowledgement of the intern status in the company.

Once his/her internship certificate is signed (or within the 2 first weeks of the internship at the latest), the intern must give a copy to the University representative and a copy to the supervisor.

The intern must be covered by health and accident insurance and must have subscribed insurance covering his/her own responsibility during the length of the internship. The Faculty, respectively the University, is relieved of any responsibility in this regard.

Place, date:

The supervisor:.....

The intern:

The University of Lausanne: