

**INTERNSHIP AGREEMENT**

This Agreement regulates the relationship between the Department of Computer Sciences, Largo Bruno Pontecorvo 3 - 56127, Pisa, here called “The University”, represented by its Direttore, prof. Paolo Maria Mancarella, born in Gallarate (VA - Italy), on, November, 8, 1959

AND

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, with legal office in: (Country) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(City) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, (Address) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, here called “Partner Institution”, represented by (name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (surname) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, born in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on (month/day/year) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TAKEN FOR GRANTED THAT**:

1. internships are regulated by the “Legge n. 196/1997 art. 18”, and by the “Regolamento del Ministero del Lavoro e della Previdenza Sociale” in collaboration with “Ministero della Pubblica Istruzione” and “Ministero dell’Università e della Ricerca Scientifica e Tecnologica, n. 142/1998”;
2. The University intends to stipulate internship agreements with the aim of giving students and graduates the opportunity to gain authentic work experience enhancing their professional opportunities, stated in the above mentioned laws;
3. internships can give students the opportunity to gain academic credits, as stated by the “Decreto Interministeriale n. 142/1998 art. 6”;
4. internships are fully recognized as valuable tools to facilitate the work choice and professional experience, as stated by the “Decreto Ministeriale n. 270/2004”

**AGREE AND DECIDE AS FOLLOWS:**

### ART. 1 OBJECTIVES

The Partner Institution accepts the Trainee (undergraduate or graduate up to eighteen months) within its organization for an internship programme. This training programme is intended as the achievement of the academic path through a direct knowledge of the business world which facilitates the Trainee’s professional choice.

**ART. 2 TERMS AND DURATION**

In no event will the internship be considered as an employment relationship and it can only pursue the aims of personal education and business knowledge.

The internship will have a maximum duration of 12 months or 24 months for students with special needs. In the case of those programs which require University Credits (CFUs), the period of internship will be determined by the Faculty Regulations (Regolamento del Corso di studio) where the student is enrolled.

**ART. 3 TRAINING (INTERNSHIP) PROJECT**

The content, the duration, the dates and terms of the internship are detailed in the Training Project compiled on the basis of this Agreement. It will contain the trainee’s name, the Partner Institution tutor’s name, the University tutor’s name and the insurance policies details.

The Training Project must be signed (for acceptance) by the University tutor, the Partner Institution tutor and the trainee.

The trainee activity will be monitored throughout the internship both by the Partner Institution tutor and the University tutor. The trainee will refer to the Partner Institution tutor for any request concerning the organizational activities of the internship.

**ART. 4 TRAINEE DUTIES**

During the training period, the Trainee commits himself/herself to:

* carry out the duties described in the Training Project;
* attend the hours indicated in the Training Project; respect all the rules and regulations in use by the Partner Institution, including the hygiene, health and safety regulations in the working environment;
* be bound by professional secrecy both during and after his/her internship with regard to data and information about products or processes of the Partner Institution that he/she may become aware of during the internship;
* draw up a final report on the activity and take part in all the monitoring activities organized by the University

**ART. 5 PARTNER INSTITUTION DUTIES**

The Partner Institution undertakes to:

- respect and have the training project respected in all its aspects (aims, contents, the time and methods);

- promptly inform the University on accidents of any sort that may occur to the trainee and any possible early termination of the internship;

**ART. 6 INSURANCE**

The trainee is covered by the University with insurance against any risk of accident that can occur during the activities in situ (insurance policy INAIL under State Laws against work accidents and civil liability cover).

He/she is also covered with

* Accident insurance provided by the University of Pisa: Unipol Assicurazioni S.p.A. n. 204778789 signed on July 1st, 2025
* Liability insurance provided by the University of Pisa: Poste Assicura S.p.A. n. 90104 signed on April 1st, 2021.

In case of accident during the internship, the trainee is committed to promptly report it to the Partner Institution and send to the University the required documentation including a medical certificate indicating the prognosis.

**ART. 7 UNIVERSITY DUTIES**

The University is committed to notify the competent Italian Regional and Local Labour and Social Security Authorities and the Local or National Trade representatives of every internship agreement put into effect.

**ART. 8 VALIDITY OF THE AGREEMENT**

This Agreement has a duration of two (2) years starting from the date reported below and is tacitly renewed unless otherwise stated by the parties within six (6) months from the expiry date.

**ART. 9 FOR ANY ASPECT NOT COVERED**

For all issues not covered by this Agreement the Parties will rely on the “Legge n. 196/1997”, “Decreto Legislativo n. 142/1998” and “Decreto Ministeriale n. 270/2004”.

**ART. 10 REGISTRATION**

This agreement will be registered only in case of use at expenses of those who are interested in accordance with art. 4 “Tariffa Parte II” within the DPR 131/86.

Partner Institution stamp and signature  *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

# University of Pisa stamp and signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_