



**Area Didattica e Servizi agli Studenti**  
**UOC Gestione carriere studenti**

C.F. 80007270186  
P.IVA 00462870189

**CURRICULAR INTERNSHIP WITHIN UNIPV FACILITIES**

**PROMOTER**

Università di Pavia, corso Strada Nuova 65, 27100 Pavia, tax code 80007270186, VAT code 00462870189

**HOST** \_\_\_\_\_

Internship location \_\_\_\_\_

**STUDENT**

family and first name \_\_\_\_\_

Italian tax code (codice fiscale) \_\_\_\_\_

address \_\_\_\_\_

phone \_\_\_\_\_ e-mail \_\_\_\_\_

UniPv registration number (matricola) \_\_\_\_\_

degree course \_\_\_\_\_

**INTERNSHIP TUTOR**

Prof. /Dr. \_\_\_\_\_

e-mail \_\_\_\_\_

**HOSTING TUTOR**

Prof. /Dr. \_\_\_\_\_

e-mail \_\_\_\_\_

**EXPECTED FEE**      yes       no

**OBJECTIVES AND METHOD**

start date \_\_\_\_\_

end date \_\_\_\_\_

duration in months \_\_\_\_\_

average internship schedule \_\_\_\_\_

presence

remote

blended



**Area Didattica e Servizi agli Studenti**  
**UOC Gestione carriere studenti**

C.F. 80007270186  
P.IVA 00462870189

**WORKING AREA**

Briefly describe the area in which the internship will take place (e.g. unit, office, general description of the activities in this area, etc.)

**ACTIVITIES**

Briefly describe the activities that will be carried out by the student

**EDUCATIONAL AND ORIENTATION GOALS**

Briefly describe the objectives and skills to be pursued during the internship, with reference to the degree course

**ANY OTHER USEFUL INFORMATION FOR THE TUTORS AND/OR THE ADMINISTRATIVE OFFICES**



**Area Didattica e Servizi agli Studenti**  
**UOC Gestione carriere studenti**

C.F. 80007270186  
P.IVA 00462870189

**TRAINEE DUTIES**

By signing this project, the student undertakes to comply with the following rules during the internship:

- 1) follow the instructions of the tutor and refer to him/her for any organizational need or issue;
- 2) respect the confidentiality obligations regarding production processes, products and any other information relating to the structure, its organization and programs of which he/her becomes aware, both during and after the internship;
- 3) comply with internal regulations and rules on hygiene and safety;
- 4) carry out the tasks according to the tutor's instruction, within the training project provisions;
- 5) ask for verifications and authorizations in case of relationships with third parties;
- 6) attend work facilities and use the equipment made available according to the times and methods set out in this project and/or subsequently made between the parties, in any case respecting the internal rules and practices of which he/her will be made aware.

Furthermore, the student declares to be aware that the traineeship may be interrupted in case his/her behavior was such as to jeopardize the aims of the project.

**HOST DUTIES**

- informing the tutor of the number of hours worked by the student
- co-operating with the administrative offices for the assessment and certification of the results of the activity carried out
- complying with current legislation on health and safety in the workplace
- complying with the regulations as per law no. 68 of 1999 and subsequent amendments and additions
- in the event of an injury or accident during the internship, the host organization undertakes to report it, within the current legislation times, to the insurances below mentioned, referring to the promoter's policy number.

By signing this training project the trainee, the promoter and the host declare:

- that the information contained here is provided pursuant to article 47 of the D.P.R. 28/12/2000 n. 445 and to be aware of the criminal liability that may arise in the event of a false declaration or presentation of a deed that's false or contains untruthful data, pursuant to article 76 of the D.P.R. 28/12/2000 n. 445;
- to express, pursuant to Legislative Decree 30 June 2003, no. 196, their consent to the processing, even automated, of the personal data contained in this training project, including their possible communication to third parties for the sole purposes of the correct management of the internship and for the Lombardy Region control and monitoring functions, pursuant to art. 7 of Legislative Decree 30 June 2003, no. 196.

**MANDATORY INSURANCE**

INAIL insurance coverage - special formula "Management on behalf of the State"

<https://web.unipv.it/servizi/infortunio-copertura-inail/>

Civil liability insurance policies no. 178262860 Unipol Sai Assicurazioni and no. 406392448 AXA

approved by Prof./Dr. \_\_\_\_\_

internship tutor for the degree course \_\_\_\_\_

signature \_\_\_\_\_

student's signature \_\_\_\_\_

hosting tutor's signature \_\_\_\_\_

**To be completed and sent to the Teaching secretariat according to the tutor's instructions and to the Administrative Secretariat via DirectLine before the start date.**