

FRIEDENSAU



ADVENTIST
UNIVERSITY

**Agreement for Practical Training Courses
(MA International Social Science)**

between

**Friedensau Adventist University
School of Social Work
Department of International Social Science**

39291 Friedensau

and

Name of the Training Institution

as Training Body.

It is agreed upon that

Name of the Trainee

will be provided a place for practical training from _____ to _____ 20_____

at the following institution

Name of the Institution

with a professional guide

Name of the guide

Qualification

Category of practical training: _____ Practical Semester (8 weeks/300 hours)

During internships, accident insurance for trainees is covered by Friedensau Adventist University.

The Trainee will be required to complete _____ hours of work per week at the Training Body and be responsible under supervision for certain duties in the field of international social work and social management, development cooperation and disaster mitigation.

The Training Body agrees to guarantee qualified supervision for the Trainee from its own employees. The main Supervisor must have a professional degree in social work or social education. If the main Supervisor has no professional degree he/she must contact and consult the Friedensau Adventist University.

The actual input of the Trainee into the Training Body is to be decided according to the existing conditions of the Training Body keeping in mind the aims of the practical training. For further explanation, given below is an excerpt from the guidelines for practical courses of Friedensau Adventist University.

The guidelines for the practical courses are based on principles of Friedensau Adventist University which intend to develop a wholesome human being with reference to his physical, mental and spiritual faculties. According to this understanding, not only academic but also personal and social responsibilities are to be promoted in the course of study. The students should acquire knowledge and abilities to assume tasks and responsibilities in society. For this a clear conception of ethical, psychological, legal, methodological and social scientific issues are essential which are to be seen in their interdisciplinary relevance. Theoretical knowledge should be continuously related to practical situations in order to develop competence in the application of methods and the ability to decide on an action plan.

The responsibilities of the Training Body include:

- A complete introduction to the institution/ development project/disaster mitigation activities (management-system, rules of the institution, fields of responsibility, educational concepts, methods and aims, duties and rights of the trainee in cooperation with the Training Body).
- Consultations on possibilities of involving the Trainee in the Training Body considering his/her knowledge, abilities and special interests. A working plan should be developed for the Trainee in cooperation with the Training Body.
- Regular discussions with qualified personnel from the Training Body during which questions can be answered and problems resolved.
- Permitting the Trainee's participation in committees.
- Permission for the Trainee to inspect records and administration.

