

Agreement for Practical Training Courses (BA Social Work)

between

**Friedensau Adventist University
School of Social Work**

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 (4 weeks/160 h.)

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

Travel expenses to and from the Training Institution will be covered according to the guidelines of the Friedensau Adventist University.

The Trainee cannot claim any remuneration for his/her work during the training period from the Training Body or the 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 social work and social education.

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 the 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 (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.

