



# **OUTPUT 1**

## **GENERAL REPORT**

### **ON INTERNSHIPS LEGISLATION**

#### **in Member States of European Union**

**Research conducted for the SPRINT Project**  
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## I. INTRODUCTION

The following report is the result of the analysis of student placements legislations in Member States of European Union and Switzerland as partners of the Bologna Process. Regulations according to the Erasmus+ programme are also indicated.

The aim of this document was to consolidate and highlight all information provided in previous reports and documents that have been done within SPRINT Project. The authors of this report have relied specifically on the following documents:

- “SPRINT-legislation-board-summary”;
- “European survey on student placements for the Jurisup network<sup>1</sup>”.

The report is also based on the research conducted during the author’s training as intern at the Paul Valéry University in Montpellier.

All provided information and data are actual as of May 2018.

The first part of the document presents the findings from the specific survey containing detailed information about every Member State as recommended in previous indicators made on SPRINT meetings.

In the second part of the report, for every State, a short summary of the legislation and practical aspects is provided.

It is necessary to mention, that in following report many similar notions for internships are presented. It is the result of the diversity of regulations and specific legislation (or practices) in every particular State. For the purposes of the present work, and to facilitate the methodology of subsequent work, it has been assumed that there is similarity between the notions of “internship”, “traineeship”, “practice”, “vocational training”, “apprenticeship”. However, for every particular State the differences and definitions related to the above mentioned notions – if some exist – are indicated and pointed out.

In general, as a basic notion and for the purposes of the following report, it has been assumed that the main entity and area of interest is every student or young person activity that can be conducted both in academic/ study program or outside an academic structure which is generally aimed to obtain practical skills for future professional development and consists both mandatory and voluntary activities that are connected with study, education or professional development.

For the purposes of the SPRINT project, the following definition of internships is proposed:

**An internship is a means to offer a concrete work experience to individuals who are either newly entering or re-entering the labor market, by putting learning at the center, giving them the opportunity of finding their professional field(s) of interest(s) and enhancing their employability.**

**It is conducted either for academic purposes and/or for professional development during a limited time period. It is organized in advance to provide structured learning through practical experience and leads to the recognition of learning outcomes, under the supervision of a professional with a significant background in the field of the experience.**

**Aimed at increasing learner's competences and obtaining skills relevant for the labor market, it consists of activities that are connected with the area of study or professional development**

**Internships may cover: student or graduate placements in companies; practical work-experience oriented projects, traineeship and other relevant activities.**

**Within the framework of SPRINT project, the focus is mainly on high-level qualifications attained by young people who integrate the labor market.**

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<sup>1</sup> 2012, upload in 2015



Furthermore, according to the wide variety and broadness of regulations and solutions adopted in every single State, the concept of “participant” or “beneficiary” of internships (or other notion) is described in the report very widely. As far as there is lack of one common definition of potential participant, it is necessary to provide every singular regulation of Member States.

As appendices to this document are attached, the author’s detailed researches on employment insurance in EU Member States and database of contact information of union trades, workers and employers organizations in European Union countries.



## II. ELEMENTS ANALYSED<sup>2</sup>

There were 18 elements taken into account to analyze the legislation of 29 countries (28 in the European Union), Switzerland and the Erasmus+ internships.

Element	Description
<b>1. Definition</b>	
<b>2. Legal or conventional notion</b>	
<b>3. Typology</b>	
<b>4. Applicable Texts and Regulations</b>	
<b>5. Students concerned (requirements, age limitation..)</b>	
<b>6. Disabled persons</b>	Are there any specific dispositions for persons with disabilities
<b>7. Legal or conventional contract</b>	Whether or not a legal / conventional contract is required
<b>8. Legal or conventional obligation of dispositions</b>	
<b>9. Hosting entities</b>	How are hosting entities defined. Are there any formal types of hosting entities defined.
<b>10. Legal identification of parties</b>	
<b>11. Social and Healthcare coverage</b>	Are there any general social and healthcare dispositions for internships. How are interns protected.
<b>12. Civil liability insurance</b>	How are internships / interns covered for civil liability
<b>13. Accident protection</b>	Is there any legal and conventional accident protection / coverage for internships / interns
<b>14. Compensation</b>	Is there any legal or conventional compensation for internships / interns
<b>15. Duration</b>	Is there any legal or conventional duration for internships
<b>16. Evaluation</b>	How are the various parties (stakeholders) evaluated
<b>17. Legal Assignments of ects / assessment for attribution of ects</b>	
<b>18. Other legal dispositions after mobility</b>	

<sup>2</sup> Written by Stéphanie DEVEZE-DELAUNAY



### III. MAIN FINDINGS<sup>3</sup>

Based on the mapping and analysis of the various legislations, the following general recommendations are made:

- Create a common definition for the notion of “internships” which can cover and be applicable to all forms of “internships” within the countries under scope.
- Define a common “name” for this concept.
- Specify the targets: students or not.
- Even if contracts are often not formally written, propose to use certificate as proof.
- Find a common definition for general social healthcare protection, civil liability insurance and accident protection.

#### 1. Definition

Countries with a lack of legal or conventional definition: Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Finland, Germany, Greece, Ireland, Latvia, Netherlands; Poland; Slovakia; Slovenia; Sweden; United Kingdom.

Countries that mention internships:

- Croatia: “practical training for students during or after the completion of their studies”; Croatian labour law
- Estonia: higher education standard 178/2008: “to apply knowledge and skills in the workplace in a form determined by the higher education institution”
- France: “temporary work placement periods during which the student acquires professional skills and implements the learning outcomes of his/her training towards a diploma / certification and promotes his/her professional integration”- education code
- Hungary: period” that prepares students for the skills and knowledge required to perform a job”- vocational education and training act
- Italy: internships are designed “to achieve alternating moments between studies and work in the field of training and to facilitate professional choices through knowledge direct from the world of work”
- Latvia: traineeship = “practical part of the vocational education program”
- Lithuania: traineeship is a curriculum module intended to help the student acquire the professional experience required for practical work – Article 18 of the Higher Education Decree
- Luxembourg, Malta: “trainee” = person other than an apprentice, who is not of compulsory school age and who receiving training under an agreement in writing in a calling or part of a calling otherwise than a recognized educational establishment - Employment and Training Services Act of 1990
- Portugal: “the training period (...) consists of practical training in a work environment that is designed to complement and improve skills integration or retraining into the workforce more quickly and easily, or to obtain technical and professional training and ethics that are legally binding for the exercise of a particular profession” – Article 2 Law 66/2011
- Romania: “the work of the students, in accordance with their studies, in order to apply the theoretical knowledge acquired during the training” Articles 1 and 2 Act n°258/2007 on students placements
- Spain: “internships are a formative activity for students supervised by universities. The objective is to enable students to apply the knowledge acquired in their academic training” – Article 2 Royal Decree n°592/2014
- Switzerland

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<sup>3</sup> Written by Stéphanie DEVEZE DELAUNAY



## 2. Legal or conventional notion

Countries with a lack of uniform legal rule concerning training in terms of duration, insurance or remuneration: Austria, Belgium, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, Greece, Ireland, Netherlands; Poland; Sweden (only contracts).

Some countries are framing some types of internships, for example:

- Belgium: professional immersion/section 104 program law 2 august 2002
- France: compulsory or not- [education code](#)
- Germany: Schnupperpraktikum, Schulerpraktikum, Studienbegleitendepraktikum
- Hungary, Italy, Latvia, Lithuania: educational and job traineeship
- Luxembourg: mandatory training and voluntary placement
- Malta

Some countries has created new forms of internships, such as:

- Bulgaria: traineeship employment contract
- Portugal: internship where the student has a self-employed status.

## 3. Typology

There is a variety of names covering the notion of “internships”.

List of names:

Compulsory internships - optional internships - internships for students - « stage » - seasonal internships - traineeship employment contract – apprenticeship - mandatory internships - continuing training - exchange programs (IAESTE) - work based learning period - practical training - work placement - observation course, Schnupperpraktikum, Schulerpraktikum – Studienbegleitendepraktikum - internships during the studies - internships before the studies - internships after the studies - voluntary internships - after studies internships - mandatory placements (law, medicine...) - doctorate internships through an academic programme - job shadowing - industrial placement – snuffelstage - social internship - working traineeship - sandwich courses – placements - voluntary work - ERASMUS+ placements.

## 4. Applicable texts and regulations

No national or conventional rules in some of the countries about internships: Austria, Netherlands.

Countries with dispositions depending on Laws about education, employment, or social rules:

- Austria: social protection for compulsory internships
- Bulgaria: law on education, employment
- Cyprus: law on education
- Czech Republic: law on higher education, labor code
- Denmark: law on social protection
- Finland: decree on university degrees, law on the polytechnic universities
- Germany: vocational training act 1969 – federal law on vocational training 2014 - general wage act 2014 - social code
- Ireland: National Minimum Wage Act 2000
- Poland: Law on Higher Education of 27 July 2005





- Slovakia: law on education, law on employment
- Slovenia, Sweden, Switzerland, United Kingdom: general rules

#### Countries with legal texts:

- Belgium- royal decree 2004 – protection and definition of interns
- Croatia: law on higher education 99/2014, Croatian labour law
- Estonia: University act 12 January 1995, Higher Education Standard, vocational training act 12 June 2013
- Greece: law n° 1404/83 on the structure and function of Institutes of Technological Education, law n°1351/83, law n° 400/11, presidential decrees
- Hungary: law on higher education, vocational training act CLV
- Italy: resolution n°199 18 July 2013 on the regulation of training periods, legge 28 giugno 2012 N°92, law of 28 June 2012 on the reform of the labor market from a growth perspective;
- Lithuania: labor code, Malta : Employment and Training Services Act 1990)

#### Countries with laws about internships:

- France: law 2014-788 on the development, supervision of traineeships and improvement of the status of trainees, education code
- Latvia: regulation n°785 of 20 November 2012 on the organization of student internships and the insurance of trainees, Regulation n°141 of 20 March 2001
- Lithuania: injunction fixing the model of contract of student internship – November 16 2016
- Luxembourg: Grand-Ducal regulation of 10 August 1982 laying down the terms and conditions for training courses and probationary periods
- Portugal: Act n°8/2001 of 23 January 2001 on internships in the framework of a post-graduate course, Law n°62-2007, Act n°66/2011 of 1 June 2011 on professional placements
- Romania lot of texts – see the item Romania
- Slovenia: act n°72/2013 on labor relations – articles 120 to 124
- Spain: Royal Decree n°592/2014 on student academic placements
- ERASMUS +: Regulation (EU) n°1288/2013; Union programme for education, training, youth and sport and repealing Decisions n°1719/2006/EC, n°1720/2006/EC, n°1298/2008/EC, Erasmus+ programme guide)

No national or conventional rules in some of the countries about internships: Austria, Netherlands

#### Countries where dispositions exist but depending on Laws about education, employment, or social rules:

- Austria: social protection for compulsory internships
- Bulgaria: law on education, employment
- Cyprus: law on education
- Czech Republic: law on higher education, labor code
- Denmark: law on social protection
- Finland: decree on university degrees, law on the polytechnic universities
- Germany: vocational training act 1969 – federal law on vocational training 2014 - general wage act 2014 - social code
- Ireland: National Minimum Wage Act 2000
- Poland: Law on Higher Education of 27 July 2005
- Slovakia: law on education, law on employment



- Slovenia, Sweden, Switzerland, United Kingdom: general rules.

Legal texts in some countries:

- Belgium- royal decree 2004 – protection and definition of interns
- Croatia: law on higher education 99/2014, Croatian labour law
- Estonia: University act 12 January 1995, Higher Education Standard, vocational training act 12 June 2013
- Greece: law n° 1404/83 on the structure and function of Institutes of Technological Education, law n°1351/83, law n° 400/11, presidential decrees
- Hungary: law on higher education, vocational training act CLV
- Italy: resolution n°199 18 July 2013 on the regulation of training periods, legge 28 giugno 2012 N°92, law of 28 June 2012 on the reform of the labor market from a growth perspective
- Lithuania: labor code
- Malta: Employment and Training Services Act 1990)

Countries with laws about internships:

- France: law 2014-788 on the development, supervision of traineeships and improvement of the status of trainees, education code
- Latvia: regulation n°785 of 20 November 2012 on the organization of student internships and the insurance of trainees, Regulation n°141 of 20 March 2001
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- Portugal: Act n°8/2001 of 23 January 2001 on internships in the framework of a post-graduate course, Law n°62-2007, Act n°66/2011 of 1 June 2011 on professional placements
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- ERASMUS+: Regulation (EU) n°1288/2013; Union programme for education, training, youth and sport and repealing Decisions n°1719/2006/EC, n°1720/2006/EC, n°1298/2008/EC, Erasmus+ program guide)

## 5. Students concerned (requirements, age limitation)

There is a lack of legal or conventional definition of students concerned in most of the countries: Austria, Cyprus, Czech Republic, Estonia, Ireland, Latvia, Luxembourg, Portugal, Slovakia; Slovenia; Spain; Sweden; Switzerland; United Kingdom.

Countries with legal texts:

- Belgium- royal decree 2004 –definition of interns= student
- Bulgaria: 26-29 years old for traineeship employment contract
- Croatia: labour law : student
- Denmark: 18 to 34 years
- Estonia: minimum 18 years
- Finland: minimum 18 years
- France: registered students in HEI



- Germany: young people and students enrolled in their training, any student or any involved person
- Greece: after turning 16/
- Hungary: student
- Italy: registered or not registered in HEI
- Lithuania: persons until 29 years
- Malta: “trainee” = person other than an apprentice, who is not of compulsory school age and who receiving training under an agreement in writing in a calling or part of a calling otherwise than a recognized educational establishment - Employment and Training Services Act of 1990
- Netherlands: internships=students registered, traineeship = young graduates not registered
- Poland: maximum 30 years old
- Romania: “practitioner”= Master’s student; ERASMUS+ student registered.

## 6. Specific dispositions for disabled persons

There is a lack of legal or conventional specific dispositions for disabled persons in most of the countries:

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Finland, Germany, Greece, Hungary, Ireland, Italy; Latvia, Lithuania, Luxembourg, Malta, Poland; Portugal, Romania; Slovakia; Slovenia; Sweden; Switzerland; United Kingdom.

Countries with specific dispositions for disabled persons

- France: article L5212-7 working code
- Netherlands: intern has right to ask for funding for transportation or to adapt the workplace to UWV
- ERASMUS+: commitment to ensuring equal access and opportunities to participant from all backgrounds in signing Erasmus Charter.

## 7. Legal or conventional contract necessity

It is not compulsory in most of the countries:

Austria, Belgium, Croatia, Cyprus, Czech Republic, Denmark, Germany, Greece, Ireland, Malta, Netherlands, Poland, Spain (for not compulsory internships), Sweden, Switzerland, United Kingdom.

Training/educational relationship or employment relationship are compulsory in some countries:

- Bulgaria: for compulsory internships
- Estonia, Finland, France, Hungary, Italy: for internships which are a part of an academic education
- Latvia
- Lithuania: article 48 of the law on Higher Education and Research of 30 April 2009
- Luxembourg
- Portugal: article 3 of Law 66/2011
- Romania: Ordonnance n°3955/2008
- Slovakia: article 228 of the labor code: contract between host organization and student
- Slovenia: section 120 of Act n°78/2013 and article 124 (voluntary placements)
- Spain: for compulsory internships
- ERASMUS+ programme.



## 8. Legal or conventional obligation of dispositions in the contract/ forms of the contract

There is a lack of legal or conventional specific dispositions to be included in the contract in most of the countries:

Austria, Cyprus, Czech Republic, Denmark, Estonia, Finland, Greece, Hungary, Ireland, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Sweden, Switzerland, United Kingdom.

Some countries give instructions:

- Belgium
- France: [article D124-4 education code](#)
- Italy: for internships which are a part of an academic education
- Portugal: article 3 of Law 66/2011;
- Romania
- Slovakia
- Spain

Some countries are giving recommendations:

- Bulgaria
- Germany for “Praktikumvertrag” and vocational training – BBiG law
- ERASMUS+ programme

## 9. Types of hosting entities

All types of hosting entities in most of the countries are allowed to receive interns:

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, United Kingdom.

For the Erasmus+ programme:

The receiving organization can be:

- any public or private organisation active in the labour market or in the fields of education, training and youth. For example, such organisation can be:
  - a public or private, a small, medium or large enterprise (including social enterprises);
  - a public body at local, regional or national level;
  - a social partner or other representative of working life, including chambers of commerce, craft/professional associations and trade unions;
  - a research institute;
  - a foundation;
  - a school/institute/educational Centre (at any level, from pre-school to upper secondary education, and including vocational education and adult education)
- a non-profit organisation, association, NGO;
- a body providing career guidance, professional counselling and information services;
- a Programme Country HEI awarded with an ECHE

The following types of organizations are not eligible as receiving organizations for student traineeships:

- EU institutions and other EU bodies including specialized agencies (their exhaustive list is available on the website : [https://europa.eu/european-union/about-eu/institutions-bodies\\_en](https://europa.eu/european-union/about-eu/institutions-bodies_en))



- organizations managing EU programmes such as Erasmus+ National Agencies (in order to avoid a possible conflict of interests and/or double funding)

## 10. Legal identification of all parties concerned

There is a lack of legal or conventional specific dispositions to identify the parties concerned in most of the countries:

Austria, Belgium, Croatia, Cyprus, Denmark, Estonia, Germany, Greece, Ireland, Latvia, Lithuania, Luxembourg, Netherlands, Portugal, Romania, Slovenia, Sweden, Switzerland, United Kingdom.

Countries with three parties identified:

- Bulgaria
- Finland: exception: “language project” with a tripartite agreement
- Hungary
- Italy
- Poland
- Spain: for university field academic traineeships
- ERASMUS+ programme

Countries with two parties identified:

- Czech Republic: HEI and host organization
- Finland: most of cases: host organization and student
- Malta: student and host organization
- Poland
- Slovakia

Five parties identified in one country:

- France (HEI, student, host organization, 2 tutors)

## 11. General social and healthcare protection

There is a lack of legal or conventional specific dispositions about general social and healthcare protection for interns in most of the countries:

Austria, Croatia, Cyprus, Czech Republic, Estonia, Finland, Ireland, Italy, Latvia, Slovakia.

Countries where there is compulsory social security:

Belgium, Bulgaria (with arrangements), Denmark, France, Germany, Greece, Hungary (under employment relation), Lithuania, Luxembourg, Malta (provided by employers or general public healthcare), Netherlands, Poland, Portugal, Romania; Slovenia, Spain (trainees under 28 years and National Health Service), Sweden.

Countries with insurance systems:

Italy, Switzerland, United Kingdom (in most of cases for interns).



In all European countries and Switzerland, European health insurance card (EHIC) does exist: ERASMUS+.

## 12. Civil liability insurance

It is advisory in most of the countries:

Austria, Belgium, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom, ERASMUS+.

Compulsory in some of the countries:

Bulgaria (for traineeship employment contract), Germany, Italy, Switzerland (for HEI).

## 13. Legal or conventional accident protection

It is only covered within the employment contract in most of countries:

Austria, Croatia, Czech Republic, Estonia, Ireland, Italy, Latvia, Poland, Portugal; Slovakia; Slovenia; Spain; United Kingdom.

It is compulsory in some of the countries:

- Belgium – law 14<sup>th</sup> July 1994
- Bulgaria for paid contracts and traineeship employment contract
- Cyprus: for paid contracts
- Denmark: for paid intern
- Finland: for paid internships
- France, Germany, Greece: included in public healthcare system
- Hungary
- Lithuania
- Luxembourg
- Malta (provided by employers or general public healthcare)
- Netherlands: all interns are protected and cover by work insurance on the same rights as employers
- Romania: students during vocational training are covered by the mandatory social insurance for occupational diseases and accidents work
- Sweden: interns covered by work insurance system.

Private insurance system: Switzerland.

Good practices required by ERASMUS+

## 14. Legal or conventional remuneration

There is a lack of legal or conventional specific dispositions about remuneration for interns in most of the countries:



Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, Greece, Ireland, Latvia, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Sweden, Switzerland.

It is often considered as a part of the training, so it has not to be paid: United Kingdom.

It is compulsory in very few countries:

- France (with conditions)
- Germany (for voluntary internships)
- Hungary
- Italy (for training and orientation courses).

Other forms of compensation:

- Lithuania: internships can be paid in the form of a scholarship
- Spain
- Lithuania: internships can be paid in the form of a scholarship for young graduates
- ERASMUS+: grant.

## 15. Legal or conventional duration

There is a lack of legal or conventional specific dispositions about duration in most of the countries:

Croatia, Cyprus, Czech Republic, Denmark, Estonia, Greece, Latvia, Luxembourg, Netherlands, Spain, Sweden, Switzerland.

Some countries have rules:

- Bulgaria: traineeship employment contract 6/12 months
- Finland: 1 to 18 months
- France: maximum 924 hours
- Germany: depending on the type of internship
- Hungary
- Italy: 6 months for students in vocational institutes, 12 months for university students
- Lithuania: 2 months
- Malta: 2 to 6 weeks for non-employment placements, 2 to 6 months for job placement
- Poland: compulsory work placement : minimum 3 months
- Portugal: up to 24 months in public administrations and institutions (Law 8/2001, Article 1
- Romania: 1 week to 12 months
- Slovakia: no more than 20 hours per week and no longer as 12 months – Articles 227 and 228 labour code
- Slovenia: maximum a year, maximum 40 hours/ week.
- ERASMUS+ programme: 2 to 12 months

In practice:

- Austria: 1 to 6 months
- Belgium: 1 to 4 months





- Ireland: internships in public program may last up to one year
- United Kingdom: 6 weeks to 6 months.

## 16. Evaluation of the parties

There is a lack of general rules in most of the countries:

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, United Kingdom.

Evaluation by the student and the HEI: France: article L124-4 and D124-1 education code.

Evaluation by the host organization: ERASMUS+ programme.

## 17. Legal assignments of ECTS (European Credit Transfer and Accumulation System)

In some of the countries, it is depending on the type of internships: if compulsory:

- Austria: ECTS assigned
- Estonia, Finland, France, Germany, Hungary: for internships in vocational training course
- Italy, Latvia: for compulsory training, minimum of 16 ECTS
- Lithuania: at least 15 ECTS
- Malta
- Poland
- Portugal
- Switzerland
- United Kingdom
- ERASMUS+ programme

In some of the countries, it is conventional:

- Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Greece, Hungary, Ireland, Luxembourg, Netherlands, Romania: limit of 30 ECTS per semester and 60 per year
- Slovakia: only for internships as element integrated into the course curriculum
- Slovenia: between 6 and 9 ECTS
- Spain: no more than 60 credits over a year
- Sweden

In some country, it is forbidden: Italy for training and orientation courses

All the countries are using ERASMUS+ internships.

## 18. Other legal dispositions after mobility

There is a lack of legal or conventional other dispositions after mobility in most of the countries:

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, United Kingdom.





Some countries have other legal dispositions:

- France: certificate for retirement, rules about taxes– Article 81bis – General taxes code
- Finland: student doing an internship must contact the tax office
- ERASMUS + programme: certificate, information about Diploma supplement except for the recent graduate



## IV. INFORMATION PER COUNTRY

### 1. AUSTRIA

There is lack of specific regulation and legislation on internships and traineeships. Definition of internship does not exist in legal acts. Some of the internships are compulsory within study programs - Vorgeschriebenen Pflichtpraktikum, which are part of a university course. There are also some compulsory apprenticeships for students or graduated – as e.g. in law.

In Austria there are two legal forms of internship - work as an employee or as a volunteer. For pupils or students who want to become an employee, the normal labor and social legislation applies. For the volunteers these laws do not apply – no social protection as within labor law.

Traineeships can have two main forms of contracts in Austria, depending on whether they are training/educational relationships or employment relationships. The decision on the contractual form of the specific traineeship has to be made for each case separately. Jurisdiction mentions several criteria for an employment relationship, e.g. the embeddedness of trainees into the normal working process, fixed working time, a workplace etc. Company-based training constitutes the major part of apprenticeship training. Apprenticeship training agreements stating the conditions of training within the framework of a contract of employment are signed between the company and the apprentice.

Most traineeships in Austria are employment relationships and are thus subject to general labor law, including the applying collective agreement and company agreements. One special form of employment related traineeships are those which underlie a freelance contract. This kind of traineeships is not or is just partially protected by the labor law. Only the legal requirements concerning the termination of employment have to be used within this form of traineeship. Educational related traineeships on the other hand are not regulated by law.

The social security protection of the employees according to the general social security law (Allgemeinen Sozialversicherungsgesetzes, ASVG) depends on the height of the remuneration. With a salary below the marginal wage threshold (in 2016: 415.17 €) only the accident insurance is covered. Above the marginal employment threshold, a full insurance package (health insurance, accident insurance and pension insurance) is covered. There is no special social protection for volunteers.



AUSTRIA - SURVEY	
<b>Definition</b>	Lack of legal or conventional definition
<b>Legal or conventional notion</b>	"Praktikum" (generic term) Lack of uniform legal rule concerning training in terms of duration, insurance or remuneration.
<b>Typology</b>	<ul style="list-style-type: none"> <li>• Compulsory courses, or <i>Vorgeschriebenen Pflichtpraktikum</i>, which are part of a university course. It should be noted that apprenticeship training is compulsory.</li> <li>• <i>Freiwilliges Praktikum</i> are optional courses, which students have the opportunity to carry out voluntarily in order to gain professional experience. This is a common practice in courses that do not include an internship.</li> <li>• <i>Ferialpraktikum</i> are similar to the optional courses, but take place outside the training period, ie during university holidays.</li> </ul> <p>Studies in Law or to become a teacher include periods of probation, defined by the statutory texts.</p> <ul style="list-style-type: none"> <li>• <i>Gerichtsjahr</i> is a compulsory qualifying period for graduates of law schools. This internship takes place in a court and consists of the assistant work of a judge. It is defined by federal law.</li> <li>• <i>Unterrichtspraktikum</i> is a compulsory internship for graduate students whose professional goal is to become full professors. It is carried out under supervision in a secondary school and lasts one year.</li> </ul>
<b>Applicable texts and regulations</b>	<p>Law on education</p> <ul style="list-style-type: none"> <li>• No regulations provided</li> </ul> <p>Law on employment</p> <ul style="list-style-type: none"> <li>• No regulations provided</li> </ul> <p>Law on social protection</p> <ul style="list-style-type: none"> <li>• Article 4 <i>Allgemeinen Sozialversicherungsgesetzes</i> (general law of social protection). Trainee can have a social protection if the internship is compulsory.</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	n/a



AUSTRIA - SURVEY	
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Not compulsory – Internship can have two main forms of contracts in Austria, depending on whether it is:</p> <ul style="list-style-type: none"> <li>• training/educational relationship</li> <li>• or employment relationship.</li> </ul> <p>The decision on the contractual form of the specific traineeship has to be made for each case separately. Jurisdiction mentions several criteria for an employment relationship, e.g. the embeddedness of trainees into the normal working process, fixed working time, a workplace etc.</p> <p>For training/educational relationship, it is a tripartite agreement between the trainee, HEI and the host entity. It provides rights and obligations of the parties to the contract and internship length.</p>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	n/a
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	<p>n/a In practice –</p> <ul style="list-style-type: none"> <li>• for training/educational relationship it's a tripartite agreement between the trainee, HEI and the host entity</li> <li>• or employment relationship between trainee and host entity</li> </ul>
<b>General social and healthcare protection</b>	<p>The social security protection of the employees according to the general social security law (Allgemeinen Sozialversicherungsgesetzes, ASVG) depends on the height of the remuneration.</p> <ul style="list-style-type: none"> <li>• With a salary below the marginal wage threshold (in 2016: 415.17 €) only the accident insurance is covered.</li> </ul>



AUSTRIA - SURVEY	
	<ul style="list-style-type: none"> <li>• Above the marginal employment threshold, a full insurance package (health insurance, accident insurance and pension insurance) is covered.</li> <li>• No special social protection for volunteers – only general healthcare insurance</li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Not mandatory but advisory
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Only within employment contract –</p> <ul style="list-style-type: none"> <li>• above the marginal employment threshold, a full insurance package (health insurance, accident insurance and pension insurance) is covered.</li> <li>• below the marginal wage threshold only the accident insurance is covered</li> <li>• responsible: hosting entity/ employer</li> </ul>
<b>Legal or conventional remuneration</b>	<p>N/a</p> <p>Applies only to normal employment contracts – minimal remuneration (in 2016: 415.17 €)</p>
<b>Legal or conventional duration</b>	<p>No regulations provided.</p> <ul style="list-style-type: none"> <li>• In practice, it lasts from 1 to 6 months.</li> <li>• For Law and teaching, it lasts 6 months and more.</li> </ul>
<b>Evaluation of the parties</b>	<p>Lack of general rules</p> <ul style="list-style-type: none"> <li>• Depending on type of internship and traineeship – if compulsory or not</li> </ul>
<b>Legal assignments of ECTS / assessment for attribution of ECTS</b>	<p>Depending on type of internship – if compulsory in academic programme</p> <ul style="list-style-type: none"> <li>• Sometimes the ECTS are to be allocated. This is particularly the case for compulsory internships or graduate internships. The amount of credits awarded is individual to each institution of higher education and each course concerned.</li> <li>• Applies to Erasmus</li> </ul>



## AUSTRIA - SURVEY

**Other legal  
dispositions after  
mobility**

n/a



## 2. BELGIUM

There is lack of one, clear regulated definition of internship. However, a royal decree of 21 September 2004 related to intern's protection defines an intern as "a pupil or a student who, in the framework of a learning program organized by an educational institution, works for an employer, in similar conditions as regular workers, in order to gain practical and professional experience". The internship is ruled by a contract signed between the student, the school and the employer. In general, this kind of internship is not paid. Most of the education programs require an internship.

There are two types of recognised internships for young people. There are two types of internships/ traineeships – commonly called student internships and stages (immersion professionnelle) The Student placement must be considered a learning period. Indeed, as part of his/her training, the student-trainee is in the workplace and participates in the work process, but the work is only "average" meaning that it is just in order to learn. The student intern is not in a working relationship with the host organization. The contract of placement student is not an employment contract and the student intern will receive for the work carried out neither remuneration or compensation. The professional immersion convention is defined by section 104 of the Programme Law of 2 August 2002 as an agreement by which a person, called the intern as part of his training, gain knowledge and skills through services worked with an employer

Persons employed in the private sector, bound by a contract of employment, are insured. In addition, apprentices and trainees are fully insured, even if these receive no remuneration. Insurance covers also pupils and students who are exposed to a risk of occupational disease during their studies. Insurance applies also to pupils and students exposed to a risk of occupational disease during studies. Insurance covers also travel to and from work, if the intern or trainee is paid – travelling related to the intern or trainee duties.



BELGIUM - SURVEY	
<b>Definition</b>	<p>Lack of legal or conventional definition of internship.</p> <p>Definition of intern exists:</p> <ul style="list-style-type: none"> <li>● A royal decree of 21 September 2004 related to intern's protection defines an intern as "a pupil or a student who, in the framework of a learning programme organised by an educational institution, works for an employer, in similar conditions as regular workers, in order to gain practical and professional experience".</li> </ul>
<b>Legal or conventional notion</b>	<p>Internship/ stage (immersion professionnelle)</p> <p>There are two types of recognized internships for young people:</p> <ul style="list-style-type: none"> <li>● Student internships The student placement must be considered a learning period. Indeed, as part of his/her training, the student-trainee is in the workplace and participates in the work process, but the work is only "average" meaning that it is just in order to learn. The student intern is not in a working relationship with the host organisation. The contract of placement student is not an employment contract and the student intern will receive for the work carried out neither remuneration or compensation.</li> <li>● Stage (immersion professionnelle) The professional immersion convention is defined by section 104 of the Programme Law of 2 August 2002 as an agreement by which a person, called the intern as part of his training, gain knowledge and skills through services worked with an employer</li> </ul> <p>Lack of uniform legal rule concerning training in terms of duration, insurance or remuneration.</p>
<b>Typology</b>	<p>2 main categories:</p> <ul style="list-style-type: none"> <li>● internships for students <ul style="list-style-type: none"> <li>○ Internships in the program of higher education establishment</li> <li>○ Internships out of the program of higher education establishment</li> </ul> </li> <li>● stage (immersion professionnelle)</li> </ul>





BELGIUM - SURVEY	
<b>Applicable texts and regulations</b>	<p>Two royal decrees supervise the protection of trainees and are binding on the employer, the trainee and the educational institution. They cover the following points: the analysis of the risks incurred the exchange of information between the different parties (employer, trainee, and establishment) and health surveillance. (Royal Decrees of 21/09/2004 and 2007) + Law on employment contracts 22/11/2011</p> <p>Law on education</p> <ul style="list-style-type: none"> <li>• No regulations provided</li> </ul> <p>Law on employment</p> <ul style="list-style-type: none"> <li>• Law on employment contracts 2011 <a href="http://economie.fgov.be/fr/modules/regulation/loi/19780703_l_contrats_de_travail.jsp">http://economie.fgov.be/fr/modules/regulation/loi/19780703_l_contrats_de_travail.jsp</a></li> </ul> <p>Law on social protection</p> <ul style="list-style-type: none"> <li>• The Royal Decree 2004 related to the protection of interns (definition of intern included)</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	<p>Learners</p> <ul style="list-style-type: none"> <li>• According to the definition above, as a part of an educational program should be interpreted as the determinant of the status of student.</li> </ul>
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>n/a</p> <ul style="list-style-type: none"> <li>• Only, if employment contract</li> </ul>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<p>Before assigning a trainee to a position or activity requiring a type of health surveillance, the employer shall provide the trainee and the educational institution where the trainee is enrolled with a document containing information concerning:</p> <ul style="list-style-type: none"> <li>• the description of the position or activity requiring appropriate health supervision;</li> <li>• all preventive measures to be applied;</li> <li>• the nature of the risk requiring specific health surveillance;</li> <li>• the obligations that the trainee must respect concerning the risks inherent to the workstation or the activity;</li> <li>• where appropriate, training adapted to the application of preventive measures.</li> </ul> <p>This document is available to the surveillance officer.</p>



<b>BELGIUM - SURVEY</b>	
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	Higher education institution - host organization - learner
<b>General social and healthcare protection</b>	<p>Compulsory</p> <ul style="list-style-type: none"> <li>• Persons employed in the private sector, bound by a contract of employment, are insured.</li> <li>• Also apprentices and trainees are fully insured, even if these receive no remuneration.</li> <li>• The social security of the intern is covered under Convention d'immersion professionnelle. In the case of internship under professional agreement, there is since 2013 a contribution to the social security.</li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Compulsory for all types of internships (even if unpaid).</p> <p>The law of the 14th July 1994, concerning compulsory health insurance and health care benefits, states, “students undertaking third-level education at a recognized institution are beneficiaries of the right to health care”.</p> <ul style="list-style-type: none"> <li>• Traineeships, internships and apprenticeships are covered by the compulsory work insurance, even if these are unpaid.</li> <li>• Insurance applies also to pupils and students exposed to a risk of occupational disease during studies</li> <li>• Insurance covers also travel to and from work, if the intern or trainee is paid – travelling related to the intern or trainee duties</li> </ul> <ul style="list-style-type: none"> <li>• Educational institutions are obliged to conclude an accident insurance scheme, which covers unpaid trainees. For paid ones – hosting entity/ employer</li> </ul>



<b>BELGIUM - SURVEY</b>	
<b>Legal or conventional remuneration</b>	<p>N/a</p> <p>Lack of compulsory minimal remuneration for interns. Trainee remuneration is not compulsory because internship is considered as a part of the training.</p> <ul style="list-style-type: none"> <li>• Applies only to normal employment contracts – (2017: minimum employees remuneration is 1531, 93€ )</li> <li>• In case of internship under professional agreement, there are legal requirements for remuneration / usually, internships that fall within the scope of studies are unpaid unlike internships that job seekers complete under specific programs.</li> </ul>
<b>Legal or conventional duration</b>	<p>No regulations provided.</p> <ul style="list-style-type: none"> <li>• There is no uniform duration for courses taking place within the framework of higher education. The regulations of the work apply in correspondence with the age of the trainee.</li> <li>• The duration of a student internship in Belgium is 1 to 4 months generally.</li> </ul>
<b>Evaluation of the parties</b>	<p>Lack of general rules</p> <ul style="list-style-type: none"> <li>• On case-by-case basis. For example, trainees within the framework of higher education have to write a report of internship.</li> <li>• Some institutions clearly stipulate how the evaluation of the placement must be carried out in order to be officially recognized as part of the initial training. It is important for the student trainee from another country to give all the information to the company concerned about the duration and conditions of monitoring, accompaniment and evaluation so that it knows what it is about.</li> </ul>
<b>Legal assignments of ECTS / assessment for attribution of ECTS</b>	<p>Conventional</p>
<b>Other legal dispositions after mobility</b>	<p>n/a</p>



### 3. BULGARIA

There is lack of one, clear regulated definition of internship and terms of duration, insurance or remuneration for all types of internships/ traineeships. Internships are compulsory in particular field of the university higher education and the professional education. Internships exist as inter alia: “Стаж” (“staj”) / “практика” (“praktika”) / “обучение” (“obuchenie”).

However, in 2014 Bulgaria has adapted its Labor Code (LC) in order to comply with the Quality Framework for Traineeships. The updated legislation complies to a large extent with the QFT. The new provisions introduced a traineeship employment contract (TEC) that did not exist beforehand. Such contracts shall be signed only with youth aged up to 29 years with secondary or higher education without being employed and without any professional experience on graduated profession or specialty. Employment relationships between an employer and a trainee shall be set in a contract signed in compliance with the general provisions for labor contracts regulated in the LC. TEC sets also the terms and conditions for remuneration of the trainees. The amount of the remuneration shall not be lower than the minimum wage in the country. Trainees are also entitled to all rights of people working under employment contracts, including occupational safety, trade union membership, collective bargaining, etc. TEC is a fixed-term contract for a period of no less than six months and no more than 12 months.

Any special insurance protection for interns is not regulated for unpaid ones. Only general compulsory health insurance is provided for the all Bulgarian citizens who are not simultaneously citizens of another country; and for the foreign students and PhD students admitted for training in higher schools and scientific organizations in Bulgaria. However, for TEC and paid contracts, trainees are entitled to all rights of people working under employment contracts, including occupational safety insurance on under general rules for employees.

Internships are not necessarily remunerated, but private companies sometimes offer remuneration and tutoring. The trainee may also be offered a fixed-term employment contract. If there is a remuneration, it is often equal to the minimum employees' wage.

There is no uniform duration for courses taking place within the framework of higher education. If the internship is carried out by the student outside his university course, his duration cannot be greater in hourly volume at 3 months. Internships last from 4 to 6 months inside the scope of university courses. The new law under discussion foresees a duration of the compulsory internship of 6 to 12 months.

For compulsory internships within the curricula, a convention tripartite (trainee / company / educational institution) is signed. In the case of a voluntary search, the reception conditions are negotiated between the parties. An internship agreement can be signed, particularly in training courses oriented towards international cooperation. Apart from these courses, it is rarer for reception centers to consider that they participate in the training of students. Lastly, since there are many salaried students, it is very common to validate a salaried job as an internship. Within traineeship employment, contract (TEC) employment relationships between an employer and a trainee shall be set in a signed bilateral contract.



BULGARIA - SURVEY	
<b>Definition</b>	<p>Lack of legal or conventional definition of internship.</p> <p>The concept of an internship exists, however it has not been officially defined.</p>
<b>Legal or conventional notion</b>	<p>Internships are compulsory in particular field of the university higher education and the professional education.</p> <p>“Стаж” (“staj”) / “практика” (“praktika”) / “обучение” (“obuchenie”)</p> <p>Lack of uniform legal rule concerning training in terms of duration, insurance or remuneration for all types of internships/ traineeships</p> <p>NOTE: Bulgaria has adapted its Labor Code (LC) in 2014 in order to comply with the Quality Framework for Traineeships. The updated legislation complies to a large extent with the QFT. The new provisions introduced a traineeship employment contract (TEC) that did not exist beforehand. Such contracts shall be signed only with youth aged up to 29 years with secondary or higher education without being employed and without any professional experience on graduated profession or specialty. Employment relationships between an employer and a trainee shall be set in a contract signed in compliance with the general provisions for labor contracts regulated in the LC. TEC sets also the terms and conditions for remuneration of the trainees. The amount of the remuneration shall not be lower than the minimum wage in the country.</p>
<b>Typology</b>	<p>Vary types of internships:</p> <ul style="list-style-type: none"> <li>● seasonal internships of 1 to 3 months (winter or summer),</li> <li>● internships before the validation of the degree and those that constitute a certain type of training in business (“стаж” (“staj”).</li> <li>● traineeship employment contract (TEC)</li> </ul>



BULGARIA - SURVEY	
<b>Applicable texts and regulations</b>	<p>Law on education</p> <ul style="list-style-type: none"> <li>• Law on Higher Education <a href="http://lex.bg/laws/ldoc/2133647361">http://lex.bg/laws/ldoc/2133647361</a></li> <li>• Ordinance for Student Internships in the State Administration Adopted by Council of Ministers Decree No. 189 of 8.07.2014</li> </ul> <p>Law on employment</p> <ul style="list-style-type: none"> <li>• Bulgaria's Labour Code ("Кодекснатруда") (LC) in 2014 <a href="http://lex.bg/laws/ldoc/1594373121">http://lex.bg/laws/ldoc/1594373121</a></li> </ul> <p>Law on social protection</p> <ul style="list-style-type: none"> <li>• No information</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	26 years/ 29 years for traineeship employment contract (TEC)
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<ul style="list-style-type: none"> <li>• For compulsory internships within the curricula, a convention tripartite (trainee / company / educational institution) is signed.</li> <li>• In the case of a voluntary search, the reception conditions are negotiated between the parties. An internship agreement can be signed, particularly in training courses oriented towards international cooperation. Apart from these courses, it is more rare for reception centers to consider that they participate in the training of students. Lastly, since there are many salaried students, it is very common to validate a salaried job as an internship.</li> <li>• Within traineeship employment contract (TEC) employment relationships between an employer and a trainee shall be set in a signed bilateral contract.</li> </ul>



BULGARIA - SURVEY	
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<p>Lack of general rules in law.</p> <ul style="list-style-type: none"> <li>• Within traineeship employment contract (TEC) employment relationships between an employer and a trainee shall be set in a contract signed in compliance with the general provisions for labor contracts regulated in the LC. TEC sets also the terms and conditions for remuneration of the trainees. The amount of the remuneration shall not be lower than the minimum wage in the country.</li> <li>• TEC is a fixed-term contract for a period of no less than six months and no more than 12 months.</li> </ul>
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	Higher education institution - host organization - student under 26 (or 29 in TEC) but not necessary if the internship is not compulsory.
<b>General social and healthcare protection</b>	<p>Compulsory</p> <p>TEC and paid contracts:</p> <ul style="list-style-type: none"> <li>• within the contract, trainees are entitled to all rights of people working under employment contracts, including occupational safety insurance on under general rules.</li> </ul> <p>Other unpaid internships – only general protection</p> <ul style="list-style-type: none"> <li>• only general health insurance is provided for the all Bulgarian citizens who are not simultaneously citizens of another country; and for the foreign students and PhD students admitted for training in higher schools and scientific organizations in Bulgaria</li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	As stated in the agreement: either the student's responsibility or that of the host institution. For TEC – regulation in Labor Code
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Compulsory only for paid contracts (and TEC)</p> <p>TEC and paid contract:</p> <ul style="list-style-type: none"> <li>• within the contract, trainees are entitled to all rights of people working under employment contracts, including occupational safety insurance on under general rules.</li> </ul>



<b>BULGARIA - SURVEY</b>	
	<p>Other unpaid internships</p> <ul style="list-style-type: none"> <li>As stated in the agreement: either the student's responsibility or that of the host institution.</li> </ul>
<b>Legal or conventional remuneration</b>	<p>N/a</p> <p>Internships are not necessarily remunerated, but private companies sometimes offer remuneration and tutoring. The trainee may also be offered a fixed-term employment contract. If there is a remuneration, it is often equal to the minimum employees wage.</p> <p>2017: minimum employee compensation is 235, 20€</p>
<b>Legal or conventional duration</b>	<p>There is no uniform duration for courses taking place within the framework of higher education</p> <ul style="list-style-type: none"> <li>If the internship is carried out by the student outside his university course, his duration cannot be greater in hourly volume at 3 months. Internships last from 4 to 6 months inside the scope of university courses. The new law under discussion foresees a duration of the compulsory internship of 6 to 12 months.</li> <li>TEC is a fixed-term contract for a period of no less than 6 months and no more than 12 months.</li> </ul>
<b>Evaluation of the parties</b>	Lack of general rules
<b>Legal assignments of ECTS</b>	Yes/ depending on type of internship – if in study period or Erasmus
<b>Legal or conventional assessment for attribution of ECTS</b>	conventional
<b>Other legal dispositions after mobility</b>	n/a





#### 4. CROATIA

There is lack of one, clear regulated definition of internship and terms of duration, insurance or remuneration for all types of internships/ traineeships. Internship is called inter alia as “Stož”. There are several secondary school programmes which have apprenticeship components and occupation related internships which relate to university programs. Other forms of internships, traineeships or volunteering which are optional but may be important for first entry on the labour market. In general, in Croatia, internships are not well developed, except at the end of the course or after graduation.

Internships as they are practiced in other countries are much more like the volunteering, which is usually related to gaining experience in the civil, non-profit sector. It would be unusual to find volunteering in the private sector in Croatia. More and more often, this type of volunteering is found as a stepping stone to some more substantial work since it shows that individuals have not waited for a permanent job but were willing to learn after formal education and gain work experience. Persons who are becoming employed in occupations for which they studied can be employed as trainees. They can be offered a temporary contract whose duration depends on elements of the bylaws relating to the particular occupation but not longer than 1 year. If it is envisaged that the traineeship should end with an exam, failure to pass the exam can be reason for termination of the labor contract. Trainees can also volunteer and the duration of the volunteer contract is only as long as the obligatory traineeship.

Internships are often performing within employment contract. Apart from that point, which is regulated by labor law, there are not specific regulations on remunerations, duration or compulsory parts or forms of internships' contracts.

There are no special regulations according to insurance and social protection of interns and trainees. Only general rules applied. In the case of an accident at work or an occupation disease, only general healthcare insurance applies also to pupils and students during practical training, vocational practice, study tours.



CROATIA - SURVEY	
<b>Definition</b>	<p>Lack of legal or conventional definition of internship.</p> <ul style="list-style-type: none"> <li>● The concept of an internship exists, however it has not been officially defined in law.</li> <li>● Regulation from the Croatian Labor Law, Official Gazette 88/95, Articles 25-28”</li> <li>● practical training for students during or after the completion of their studies.</li> </ul>
<b>Legal or conventional notion</b>	<p>Internship is called inter alia as “Stož” The concept of an internship exists, however it has not been officially defined in the law.</p>
<b>Typology</b>	<ul style="list-style-type: none"> <li>• Secondary school programmes which have apprenticeship components and occupation related internships which relate to university programmes.</li> <li>• Other forms of internships, traineeships or volunteering which are optional but may be important for first entry on the labor market</li> </ul> <p>In Croatia, internships are not well developed, except at the end of the course or after graduation</p>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Law on Higher Education 99/2014 - Zakon o visokom obrazovanju 99/2014</li> <li>• The Science and Higher Education Act, passed by the Croatian Parliament at its session of 17 July 2003</li> <li>• Croatian Labor Law, Official Gazette 88/95, Articles 25-28”</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	<p>Labor Law, articles 25 -28: “Persons who are becoming employed in occupations for which they studied can be employed as trainees / the status of student depends on the type of the internship.”</p>
<b>Specific dispositions for disabled persons</b>	<p>n/a</p>
<b>Legal or conventional contract necessity</b>	<p>n/a</p> <ul style="list-style-type: none"> <li>• Internships are often labor contracts – under labor code regulation</li> <li>• Other internships included in any youth mobility programmes, general student exchange agreements, inter-university agreements and other programmes and initiatives carried out by the relevant education and science body are not regulated in this point</li> </ul>



CROATIA - SURVEY	
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Lack of general rules in law.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a
<b>General social and healthcare protection</b>	<p>General rules applies only</p> <p>Compulsory health insurance registration is not required for foreign nationals with temporary residence in Croatia for the purpose of higher education if their stay is related to youth mobility programmes, general student exchange agreements, inter-university agreements and other programmes and initiatives carried out by the relevant education and science body, on condition that these programmes include health care provisions.</p> <p>In the case of an accident at work or an occupation disease, general insurance applies also to pupils and students during practical training, vocational practice, study tours.</p> <p>For EU citizens and countries with health care agreements with Croatia - access to health care is provided to during their temporary stay in Croatia through the European Health Insurance Card (EHIC) or bilateral treaty.</p> <p>No other special regulations according to interns and trainees.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a
<b>Legal or conventional accident protection (if insurance of occupational diseases)</b>	<p>n/a</p> <p>Compulsory only for employment contract - in case of an accident at work or an occupation disease, only general healthcare insurance applies to pupils and students during practical training, vocational practice, study tours.</p>



<b>CROATIA - SURVEY</b>	
<b>and accidents at work obligatory/ which part is responsible)</b>	
<b>Legal or conventional remuneration</b>	N/a – lack of regulation on internships/ traineeships. 2017: minimum employee remuneration is 433, 35€.
<b>Legal or conventional duration</b>	n/a There is no uniform duration for courses taking place within the framework of higher education
<b>Evaluation of the parties</b>	Lack of general rules
<b>Legal assignments of ECTS</b>	Yes/ depending on type of internship – if in study period or Erasmus
<b>Legal or conventional assessment for attribution of ECTS</b>	n/a
<b>Other legal dispositions after mobility</b>	n/a



## 5. CYPRUS

There is lack of legally - regulated definition of internship and terms of duration, insurance or remuneration for all types of internships/ traineeships. “Πρακτική Άσκηση” - Workshop /internship, placement. In Cyprus, there is no formal definition of the notion of internship or law governing this type of practice. In general, in recent years, internships in companies are developing and are part of employment policies, especially young people.

The implementation of internships is partially governed by the regulations of the universities of Cyprus, and it is within these regulations that a definition of student placements can be found. There are three types of internships within the framework of higher education in the Republic of Cyprus - mandatory internships in the course of studies, which are part of the curriculum and condition the graduation, granting ECTS credits. Students also have the opportunity to undertake an internship within the framework of their curriculum, even if the course does not provide for an internship in the organization of studies, with the aim of acquiring practical training. Furthermore observing courses exist, allowing the student a first approach to the professional world, without having a mission to fulfill.

In the framework of the mandatory courses mentioned above, a tripartite agreement is established between the student, the host organization and the University of Cyprus. Regarding the observation and optional courses, the establishment of a contract is not compulsory, only recommended. For other types of internships, there is lack of regulation on compulsory contracting or agreements.

There are no special regulations according to insurance and social protection of interns and trainees. Only general rules applied. In the case of an accident at work or an occupation disease, only general healthcare insurance applies also to pupils and students during practical training, vocational practice, study tours. For EU citizens and countries with health care agreements with Cyprus - access to health care is provided to during their temporary stay in Cyprus through the European Health Insurance Card (EHIC) or bilateral treaty statements.



CYPRUS - SURVEY	
<b>Definition</b>	<p>Lack of legal or conventional definition of internship.</p> <ul style="list-style-type: none"> <li>The concept of an internship exists, however it has not been officially defined in law.</li> </ul>
<b>Legal or conventional notion</b>	<p>“Πρακτική Άσκηση” - Workshop /internship, placement</p> <p>In Cyprus, there is no formal definition of the notion of internship or law governing this type of practice. In general, in recent years, internships in companies are developing and are part of employment policies, especially young people. The implementation of internships is partially governed by the regulations of the universities of Cyprus, and it is within these regulations that a definition of student placements can be found.</p>
<b>Typology</b>	<p>There are three types of internships within the framework of higher education in the Republic of Cyprus:</p> <ul style="list-style-type: none"> <li>Mandatory internships in the course of studies, which are part of the curriculum and condition the graduation, granting ECTS credits.</li> <li>Students also have the opportunity to undertake an internship within the framework of their curriculum, even if the course does not provide for an internship in the organization of studies, with the aim of acquiring practical training.</li> <li>Observing courses exist, allowing the student a first approach to the professional world, without having a mission to fulfill.</li> </ul>
<b>Applicable texts and regulations</b>	<p>Law on education</p> <ul style="list-style-type: none"> <li>Law on the establishment and operation of the University of Cyprus, 2007. <a href="http://www.highereducation.ac.cy/gr/nomoi_kanonismoι_pan/pan_kyprou/nomothesia_pan_kyprou.pdf">http://www.highereducation.ac.cy/gr/nomoi_kanonismoι_pan/pan_kyprou/nomothesia_pan_kyprou.pdf</a></li> <li>Law on the Establishment and Operation of the Free University of Cyprus, 2002. <a href="http://www.highereducation.ac.cy/gr/nomoi_kanonismoι_pan/anoikto_pan_kyprou/nomothesia_anoiktou_pan.pdf">http://www.highereducation.ac.cy/gr/nomoi_kanonismoι_pan/anoikto_pan_kyprou/nomothesia_anoiktou_pan.pdf</a></li> <li>Law on the establishment and operation of the University of Technology of Cyprus. <a href="http://www.highereducation.ac.cy/gr/nomoi_kanonismoι_pan/technologiko_pan/nomos_8_iouniou_11.pdf">http://www.highereducation.ac.cy/gr/nomoi_kanonismoι_pan/technologiko_pan/nomos_8_iouniou_11.pdf</a></li> </ul> <p>Law on employment : No information Law on social protection : No information</p>



<b>CYPRUS - SURVEY</b>	
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	n/a In the framework of the mandatory courses mentioned above, a tripartite agreement is established between the student, the host organization and the University of Cyprus. Regarding the observation and optional courses, the establishment of a contract is not compulsory, only recommended.
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Lack of general rules in law.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a
<b>General social and healthcare protection</b>	General rules applies only For EU citizens and countries with health care agreements with Cyprus - access to health care is provided to during their temporary stay in Cyprus through the European Health Insurance Card (EHIC) or bilateral treaty. No other special regulations according to interns and trainees.
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a



<b>CYPRUS - SURVEY</b>	
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	n/a  Compulsory only for employment contract - in case of an accident at work or an occupation disease, only general healthcare insurance applies to pupils and students during practical training, vocational practice, study tours.
<b>Legal or conventional remuneration</b>	N/a – lack of regulation on internships/ traineeships.  There is no minimum wage law. However, the Minimum Wage Order of 2012 is applicable for certain occupations (shop assistants, clerks, child-care workers (assistant baby and child minders), personal care workers (nursing assistants). The minimum wage rate of €870 per month is required for above occupations. The minimum wage rises to €924 after six months' employment.
<b>Legal or conventional duration</b>	n/a There is no uniform duration for courses taking place within the framework of higher education.  For employees: <ul style="list-style-type: none"> <li>• weekly working time varies from 38 to 42 hours, over 5 to 6 days a week depending on Cypriot collective agreements</li> </ul>
<b>Evaluation of the parties</b>	Lack of general rules
<b>Legal assignments of ECTS</b>	Yes/ depending on type of internship – if in study period or Erasmus. ECTS credits are awarded for the compulsory training courses of the University of Cyprus. The number of credits for the internship varies depending on the training.
<b>Legal or conventional assessment for attribution of ECTS</b>	n/a
<b>Other legal dispositions after mobility</b>	n/a





## 6. CZECH REPUBLIC

There is lack of legally - regulated definition of internship and terms of duration, insurance or remuneration for all types of unpaid or academic internships/ traineeships. The Czech Labor Code does not know the term nor the trainee status - or only for young graduates registered with a Czech Employment Office (Urad Prace).

Companies frequently employ interns using the “agreement on work”, a general type of contract stipulated by the Labor Code. Although contracts for traineeships contain a job description, this is in general rather vague and hardly sets any learning objectives. There are no quality checks to monitor whether an intern is acquiring “practical experience and relevant skills” as there is no supervisory body outside the employers. The “agreement on work” does not require the intern to have a mentor. There is no certificate after the traineeship, in general a letter of recommendation is provided.

In general, paid internships are recognized as employment relation. It implies all the rules, rights and obligations from labor and employment law.

The scope of healthcare for paid interns and trainees that are considered as employees is the same as for persons covered by Czech public health insurance scheme – in this area according to labor laws, an paid internship is considered as a common job in the Czech Republic. In therefore involves an employment contract. Every employer is obliged to maintain insurance under the law against occupational accidents and diseases. Such insurance applies to all its employees automatically upon signature of an employment contract. EU nationals are also eligible for compensation if employed in the Czech Republic. Employees are eligible for compensation for accidents at work and occupational diseases if health has been damaged while working. Liability for damages is borne by the employer in such cases. However, for unpaid / under minimum wage/ and other internships that are not forms of an employment there is lack of rules and obligations, and only general healthcare applies. So that, it is compulsory only for employment contract - in case of an accident at work or an occupation disease, only general healthcare insurance applies to pupils and students during practical training, vocational practice, study tours. Students subscribe to their own insurance against accidents at work, at their own expense. During an internship/ professional practice, the same security and protection measures apply to interns as those that apply to employers. The conditions of application must be defined in the student’s internship agreement or in the employment contract signed between the student and the internship. In some cases, the teaching establishment will offer comprehensive insurance cover against accidents at work and in such cases; the University shall pay for it.

There is lack of regulation on duration on remuneration of internships, except those that are recognized as regular employment relation.



CZECH REPUBLIC - SURVEY	
<b>Definition</b>	<p>Lack of legal or conventional definition of internship.</p> <ul style="list-style-type: none"> <li>• The concept of an internship exists, however it has not been officially defined in law.</li> <li>• The Czech Labor Code does not know the term nor the trainee status - or only for young graduates registered with a Czech Employment Office (Urad Prace).</li> </ul>
<b>Legal or conventional notion</b>	<p>“Stáž”, “praxe”</p> <p>There is no definition of internship or trainee status in the Act. However, the concept of an internship exists. The notions can exist as:</p> <ul style="list-style-type: none"> <li>• "internship" (odborna praxe)</li> <li>• labour contract (Dohoda o pracovni cinnosti)</li> </ul>
<b>Typology</b>	n/a
<b>Applicable texts and regulations</b>	<p>Law No. 111/1998 on Higher Education of 29 May 1998</p> <ul style="list-style-type: none"> <li>• ZÁKONA Č. 111/1998 SB., O VYSOKÝCH ŠKOLÁCH A O ZMĚNĚ A DOPLNĚNÍ DALŠÍCH ZÁKONŮ (ZÁKON O VYSOKÝCH ŠKOLÁCH)</li> </ul> <p>Labor code n. 262/2006</p> <ul style="list-style-type: none"> <li>• ZÁKON č. 262/2006 Sb. zákoník práce)</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>n/a</p> <ul style="list-style-type: none"> <li>• If considers as an employment- labor contract according to labor law.</li> </ul>
<b>Legal or conventional obligation of dispositions in</b>	Lack of general rules in law.



CZECH REPUBLIC - SURVEY	
<b>the contract/ forms of the contract</b>	
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	Host organization and HEI
<b>General social and healthcare protection</b>	<p>Healthcare is provided to anyone insured in the Czech Republic who falls ill or requires medical care. The system is paid for from health insurance. This includes EU nationals and their family members who are ensured in Member States outside the Czech Republic.</p> <p>Persons working or residing in the Czech Republic are eligible for full healthcare. For EU citizens and countries with health care agreements with Cyprus - access to health care is provided to during their temporary stay in Cyprus through the European Health Insurance Card (EHIC) or bilateral treaty.</p> <p>No other special regulations according to unpaid interns and trainees.</p> <ul style="list-style-type: none"> <li>• The scope of healthcare for paid interns and trainees that are considered as employees is the same as for persons covered by Czech public health insurance scheme – in this area according to labor laws, an paid internship is considered as a common job in the Czech Republic. In therefore involves an employment contract</li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	<p>In general, students subscribe to their own insurance against accidents at work, at their own expense. During an internship/ professional practice, the same security and protection measures apply to interns as those that apply to employers. The conditions of application must be defined in the student’s internship agreement or in the employment contract signed between the student and the internship.</p> <p>In some cases, the teaching establishment will offer comprehensive insurance cover against accidents at work and in such cases, it shall be paid for by the University</p>



CZECH REPUBLIC - SURVEY	
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Unpaid / under minimum wage/ other internships that are not forms of an employment -</p> <ul style="list-style-type: none"> <li>Lack of rules and obligations, only general healthcare applies. So that, it is compulsory only for employment contract - in case of an accident at work or an occupation disease, only general healthcare insurance applies to pupils and students during practical training, vocational practice, study tours.</li> </ul> <p>Employment contract:</p> <ul style="list-style-type: none"> <li>Every employer is obliged to maintain insurance under the law against occupational accidents and diseases. Such insurance applies to all its employees automatically upon signature of an employment contract. EU nationals are also eligible for compensation if employed in the Czech Republic. Employees are eligible for compensation for accidents at work and occupational diseases if health has been damaged while working. Liability for damages is borne by the employer in such cases.</li> </ul> <p>NOTE: the public employment insurance does not cover benefits according to accidents while travelling to and from work!</p>
<b>Legal or conventional remuneration</b>	<p>N/a – lack of regulation on curricula or other internships/ traineeships.</p> <p>For employment contract: the minimum wage is € 407.09 as at 1 January 2017.</p>
<b>Legal or conventional duration</b>	<p>n/a</p> <p>There is no uniform duration for courses taking place within the framework of higher education.</p>
<b>Evaluation of the parties</b>	Lack of general rules
<b>Legal assignments of ECTS</b>	Yes/ depending on type of internship – if in study period or Erasmus.
<b>Legal or conventional assessment for attribution of ECTS</b>	n/a
<b>Other legal dispositions after mobility</b>	n/a



## 7. DENMARK

There is lack of legally - regulated definition of internship and terms of duration, insurance or remuneration for all types of unpaid or academic internships/traineeships. The concept of an internship exists, however it has not been officially defined in law. The purpose of the internship is to give the student academic skills and competences as well as organizational and personal knowledge regarding the field in which he/she is studying. There is no definition of internship or trainee status in the in general legislation. However, the concept of an internship exists as “praktik”, “interns”, “trainee”. The internship in Denmark can be performed in different forms: in exchange programs (like IAESTE) or other programs; as a part of a training program in the country of origin which justifies a period of internship in a Danish company; as a part of continuing training in Denmark. In all three cases, the term "interns" is used. If it is part of a professional training in business that is more like an apprenticeship, it is called "trainee".

Open market traineeships in Denmark are considered a “grey area” without specific legislation. They are mostly unpaid and serve as a stepping stone after graduation to paid employment – typically within the creative sectors like film-making, journalism and advertising. Paid internships are recognized as employment relation. It implies all the rules, rights and obligations from labor and employment law. Internships that are not recognized as employment relation are covered only by general healthcare system – healthcare provided outside the scope of labor law (lack of benefits that applies to work accidents and others).

What is important, a person that works in Denmark but lives in another EU/EEA Member State may be entitled to a **special health card** that gives the right to treatment in Denmark on equal terms with all others. The special health card gives the access to public health-care services such as hospital treatment, medical care, reimbursement of medicinal products and dental treatment, funeral grant and physiotherapy, etc. The special health card documents to be entitled to public health-care services without being resident in Denmark or being registered with the national register.

There is lack on general regulation on duration or minimum wage. Internships are applicable for people between 18 and 34 year.



DENMARK - SURVEY	
<b>Definition</b>	<p>Lack of legal or conventional definition of internship.</p> <p>The concept of an internship exists, however it has not been officially defined in law.</p> <ul style="list-style-type: none"> <li>• The purpose of the internship is to give the student academic skills and competences as well as organizational and personal knowledge regarding the field in which he/she is studying.</li> </ul>
<b>Legal or conventional notion</b>	<p>There is no definition of internship or trainee status in the in general legislation. However, the concept of an internship exists as:</p> <ul style="list-style-type: none"> <li>• Praktik</li> <li>• Interns</li> <li>• trainee</li> </ul>
<b>Typology</b>	<p>The internship in Denmark can be considered in different forms:</p> <ul style="list-style-type: none"> <li>• in exchange programs (like IAESTE) or other programs</li> <li>• as part of a training program in the country of origin which justifies a period of internship in a Danish company</li> <li>• as part of continuing training in Denmark.</li> </ul> <p>In all three cases, the term "interns" is used. If it is part of a professional training in business that is more like an apprenticeship, it is called "trainee".</p>
<b>Applicable texts and regulations</b>	<p>Law on social protection:</p> <ul style="list-style-type: none"> <li>• Executive Order on the Protection of Professional Injuries of Educators, etc.422/2003 / Bekendtgørelse om arbejdsskadesikring af uddannelsessøgende m.fl / <a href="http://www.retsinformation.dk/Forms/R0710.aspx?id=186874">http://www.retsinformation.dk/Forms/R0710.aspx?id=186874</a></li> <li>• Ordinance on protection against accidents at work <a href="http://www.retsinformation.dk/Forms/R0710.aspx?id=29931">http://www.retsinformation.dk/Forms/R0710.aspx?id=29931</a></li> </ul>
<b>Students concerned (requirements, age limitation)</b>	<p>Age: between 18 and 34</p>



DENMARK - SURVEY	
Specific dispositions for disabled persons	n/a
Legal or conventional contract necessity	n/a
Legal or conventional obligation of dispositions in the contract/ forms of the contract	Lack of general rules in law.
Types of hosting entities	Any – all types
Legal identification of all parties concerned	n/a
General social and healthcare protection	<p>Unpaid internships (or others):</p> <ul style="list-style-type: none"> <li>• General healthcare system – healthcare provided outside the scope of labor law (lack of benefits which applies to work accidents and others).</li> <li>• Unpaid internship or an internship under the minimum wage is not considered as an employment contract.</li> <li>• Other titles of insurance must be applied (e.g. European Health Insurance Card (EHIC) or bilateral treaty statements).</li> </ul> <p>The entitlement to health care which also covers work and labor insurances, under the Danish public health insurance scheme depends on which of the following groups person belongs to:</p> <ul style="list-style-type: none"> <li>• persons who reside in Denmark;</li> <li>• persons from EU/EEA/Switzerland who work in Denmark, but are not registered as residents;</li> <li>• persons who are temporarily staying in Denmark</li> </ul> <p>Every employer has to take out industrial injury insurance with an insurance company and notify the Labor Market Insurance, that pays compensation if worker suffers an accident at work or contract an occupational disease.</p> <p>NOTE: A person that works in Denmark but lives in another EU/EEA Member State may be entitled to a <b>special health card</b> that gives the right to treatment in Denmark on equal terms with all others. The special health card gives the</p>



DENMARK - SURVEY	
	<p>access to public health-care services such as hospital treatment, medical care, reimbursement of medicinal products and dental treatment, funeral grant and physiotherapy, etc.</p> <p>The special health card documents to be entitled to public health-care services without being resident in Denmark or being registered with the national register.</p> <p><b>The special health insurance card is issued free of charge</b></p> <ul style="list-style-type: none"> <li>▪ Special health insurance cards can be given to persons who are entitled to public health care in Denmark without being registered as residents in CPR. This card is issued by <i>Udbetaling Danmark</i>;</li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Internships that are not forms of an employment - Lack of rules and obligations, only general healthcare applies.</p> <ul style="list-style-type: none"> <li>• So that, for unpaid interns in case of an accident at work or an occupation disease, only general healthcare insurance applies to pupils and students during practical training, vocational practice, study tours.</li> </ul> <p>A paid intern:</p> <ul style="list-style-type: none"> <li>• The paid intern is insured for everything accident-related by the host company. Therefore, the student, although considered an intern, is recognized by national regulations as an employee.</li> </ul>
<b>Legal or conventional remuneration</b>	<p>N/a – lack of regulation on minimum wage.</p> <p>However, remuneration and working conditions must comply with Danish legislation on the reception of trainees. There is no minimum wage, but collective agreements by professional branches can introduce it./If it is an unpaid internship the trainee must justify her of his ability to provide for his needs up to 5753 DKK / month (770 €). They are mostly unpaid and serve as a stepping stone after graduation to paid employment</p>





DENMARK - SURVEY	
<b>Legal or conventional duration</b>	<p>There is no uniform duration for courses taking place within the framework of higher education.</p> <p>The duration of work is generally 37 hours weekly from Monday to Friday.</p>
<b>Evaluation of the parties</b>	Lack of general rules
<b>Legal assignments of ECTS</b>	<p>Yes/ depending on type of internship – if in study period or Erasmus.</p> <p>Internships are only awarded ECTS credits in specific cases (if not Erasmus). At the University of Copenhagen, internships must be full-time and last between 3 and 6 months in order to be eligible for 15 ECTS credits per course.</p>
<b>Legal or conventional assessment for attribution of ECTS</b>	n/a
<b>Other legal dispositions after mobility</b>	n/a



## 8. ESTONIA

Internship is called “praktika” or “internatuuri” and is defined in the Higher Education Standard 178/2008 as the ability of students “to apply knowledge and skills in the workplace in a form determined by the higher education institution. Concerning the compulsory courses, the higher education standard 178/2008 provides for a practical aspect during the bachelor's and master's programs, the volume of which is fixed in the program of studies. The vocational training law of 2013 makes it compulsory for an internship to take place during vocational training. In the context of vocational training, art. 30 of the Law on vocational training of 12 June 2013 imposes an internship contract containing the description and organization of the training period, the rights and obligations of each party concerned, namely the student, the educational institution and the host organization. In the context of University and post secondary professional education, internships are regulated by Adult Education Act (in Estonian Täiskasvanute koolituse seadus. Concerning unemployed people, internships are regulated by the Labour Market Services and Benefits Act ( in Estonian: Tööturuteenuste ja -toetuste seadus).

There's lack of uniformed regulation on duration, remuneration and insurance of internships. It depends on the type of performed internships or practice. If an internship is recognized as an employment relation, an intern is covered by work insurance. If the internships is recognized as an employment relation, it is compulsory. It is the responsibility of the host organization to insure the student against these types of risks as they are considered to be the student's employer.

The right to health insurance is created through employment. An employee does not have to present information in order to receive health insurance. In accordance with the legislation, all natural and legal persons offering employment must register information on their employees (start, suspension and end of the employment relationship) in the employment register of the Estonian Tax and Customs Board. Registration of employment within the framework of practical training is not required, unless an employment contract or a contract under the law of obligations is concluded with a trainee for performing the work.

In other cases, only general public healthcare system applies on the ground of other insurance titles.



ESTONIA - SURVEY	
<b>Definition</b>	<p>Internship is called “praktika” or “internatuuri”</p> <ul style="list-style-type: none"> <li>• Internships are defined in the Higher Education Standard 178/2008 as the ability of students "to apply knowledge and skills in the workplace in a form determined by the higher education institution ".</li> </ul>
<b>Legal or conventional notion</b>	<ul style="list-style-type: none"> <li>• “praktika”</li> <li>• “internatuuri”</li> </ul>
<b>Typology</b>	<p>Concerning the compulsory courses, the higher education standard 178/2008 provides for a practical aspect during the bachelor's and master's programs, the volume of which is fixed in the program of studies.</p> <p>The vocational training law of 2013 makes it compulsory for an internship to take place during vocational training.</p>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• University Act of 12 January 1995 -Ülikooliseadus, Vastu võetud</li> <li>• Higher Education Standard No. 178/2008 of 18 December 2008 -Kõrgharidusstandard, Vastu võetud 178/2008</li> <li>• Vocational Training Act of 12 June 2013 - Kutseõppeasutuse seadus, Vastu võetud</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	<p>Minimum 18 – Internship can be attended by both students and unemployed people. Internships for secondary education students are mostly considered as “guidance experience”.</p> <p>For University students, internships are considered training experience but they are not compulsory for all faculties.</p>
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>In the context of vocational training, art. 30 of the Law on vocational training of 12 June 2013 imposes an internship contract containing the description and organization of the training period, the rights and obligations of each party concerned, namely the student, the educational institution and the host organization.</p> <p>In the context of University and post-secondary professional education, internships are regulated by Adult Education Act (in Estonian Täiskasvanute koolituse seadus).</p> <p>Concerning unemployed people, internships are regulated by the Labour Market Services and Benefits Act ( in Estonian: Tööturuteenuste ja -toetuste seadus).</p>



ESTONIA - SURVEY	
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Lack of general rules in law.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a
<b>General social and healthcare protection</b>	<p>There is lack of special rules for internships. Registration of employment within the framework of practical training is not required, unless an employment contract or a contract under the law of obligations is concluded with a trainee for performing the work.</p> <ul style="list-style-type: none"> <li>• <b>If paid, rules as indicated for workers and employed persons – obligation of registration contract</b></li> <li>• <b>If unpaid, no labour law protection provided – general rules of healthcare system apply</b></li> <li>• According to European regulations, medical insurance purchased in one of EU countries is valid within the whole European Union's area.</li> <li>• As a holder of European Health Insurance Card person has the same right for medical services in Estonia as all Estonian citizens do.</li> <li>• <b>Non-EU students:</b> A student who has been granted residence permit for study is not covered by the Estonian Health Insurance Fund (Haigekassa), unless they are employed in Estonia or have the right of permanent residence or a long-term residence permit.</li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Obligation of work insurance <b>depended</b> on the type of internship. If the internships is recognized as an employment relation, it is compulsory. It is the responsibility of the host organization to insure the student against these types of risks as they are considered to be the student's employer. The right to health insurance is created through employment. An employee does not have to present information in order to receive health insurance. In accordance with the legislation, all natural and legal persons offering employment must register information on their employees (start, suspension and end of the employment relationship) in the employment register of the Estonian Tax and Customs Board.</p>



<b>ESTONIA - SURVEY</b>	
<b>Legal or conventional remuneration</b>	N/a – lack of regulation on minimum wage of internships The minimum wage in employment is € 470 as at 1 January 2017.
<b>Legal or conventional duration</b>	n/a
<b>Evaluation of the parties</b>	Lack of general rules
<b>Legal assignments of ECTS</b>	Yes/ depending on type of internship – if in study period or Erasmus.
<b>Legal or conventional assessment for attribution of ECTS</b>	n/a
<b>Other legal dispositions after mobility</b>	n/a



## 9. FINLAND

There is lack of legal or conventional definition of internship. The concept of an internship exists, however it has not been officially defined in law. Internships are existing in practice as inter alia "Work-based learning period" (secondary education), "Työharjoittelu", "practical training", "work placement". The periods of internships are vary and depended on level of education. In Finland there are periods of training from the secondary level in vocational training. In higher education, internships are mostly compulsory, as soon as they are licensed for polytechnic and science universities.

An internship contract is signed between the host organization and the student, above age of 18. Similar to an employment contract, it contains information on the tasks to be performed by the student trainee, the duration of the contract, the weekly working time, the remuneration, if any, and the social protections that will benefit the student trainee. The convention may be tripartite, depending on the institution of higher education.

Necessity of signing an employment contract with the employer at the beginning of the internship to define its conditions: total duration, number of working hours per day and week, tasks performed, remuneration. However, internships are not obligatory paid. Trainees who stay longer than 6 months' pay, like any Finnish, the income tax. They may also be required to contribute to Social Security. Those, who stay less than 6 months are considered "Tax-resident" and are taxed only if they have earned more than 510 € per month.

All interns are obligatory insured in healthcare system on general basis. Student healthcare for those studying on Bachelor's or Master's level at universities is offered by the Finnish Student Health Service (FSHS - in Finnish, the acronym is YTHS). These YTHS student health services are not available for Doctoral students. For students enrolled at universities of applied sciences (UAS), healthcare is usually provided through municipal healthcare providers.

There is lack of special rules for all types of internships within the scope of labor and social protection – as insurance of occupational diseases or accidents at work. Paid internships have the regulation under labor law. All employees in Finland have occupational health insurance. Employers are required to arrange, at their own expense, professional-level occupational health services for their employees in order to prevent work-related health risks. The occupational health insurance does not cover accidents which occur during leisure time.

If traineeship or internship is unpaid – only general healthcare system applies. For non-Finnish citizens other title of insurance must be applied (e.g. European Health Insurance Card (EHIC) or bilateral treaty statements)).



FINLAND - SURVEY	
<b>Definition</b>	Lack of legal or conventional definition of internship.  The concept of an internship exists, however it has not been officially defined in law. Internship is called <i>sta Työharjoittelu</i>
<b>Legal or conventional notion</b>	Lack of official legal notion, exists in practice as inter alia: <ul style="list-style-type: none"> <li>• "Work-based learning period" (secondary education)</li> <li>• "Työharjoittelu", "practical training", "work placement"</li> </ul>
<b>Typology</b>	In Finland there are periods of training from the secondary level in vocational training. In higher education, internships are mostly compulsory, as soon as they are licensed for polytechnic and science universities.
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Decree on university degrees 794/2004</li> <li>• Law 351/2003 on the Polytechnic Universities - Valtioneuvoston päätöksen mukaisesti, joka on tehty opetusministeriön esittelystä, säädetään 9 päivänä toukokuuta 2003 annetun ammattikorkeakoululain (351/2003)</li> <li>• The majority of universities however have their own internship support schemes</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	Age - minimum 18
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	An internship contract is signed between the host organization and the student. Similar to an employment contract, it contains information on the tasks to be performed by the student trainee, the duration of the contract, the weekly working time, the remuneration, if any, and the social protections that will benefit the student trainee. The convention may be tripartite, depending on the institution of higher education.



FINLAND - SURVEY	
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Necessity of signing an employment contract with the employer at the beginning of the internship to define its conditions: total duration, number of working hours per day and week, tasks performed, remuneration
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	<p>There are subsidized internships (one part - usually one or two thirds of the salary is paid by the university) and non-subsidized internships. Universities and AMK often have support programs described above.</p> <p>In the case of a subsidized training, the agreements are signed between the student and the company, and sometimes between the university and the company. There is therefore no tripartite agreement.</p> <p>In the case of non-subsidized courses, the agreement is signed between the student and the company (or host organization) without intervention of the university.</p> <p>To be noted that in Finland there are special agreements, kieliprojekti (language project). These are short courses subject to a tripartite agreement: educational institution, student and employer</p>
<b>General social and healthcare protection</b>	<p>There is lack of special rules for all internships. Paid internships have the regulation under labor law.</p> <p>Student healthcare for those studying on Bachelor's or Master's level at universities is offered by the Finnish Student Health Service (FSHS - in Finnish, the acronym is YTHS). These YTHS student health services are not available for Doctoral students.</p> <p>For students enrolled at universities of applied sciences (UAS), healthcare is usually provided through municipal healthcare providers.</p> <ul style="list-style-type: none"> <li>- <b>If paid and contracted as an employment –general rules for employees:</b></li> <li>- All employees in Finland have occupational health insurance. Employers are required to arrange, at their own expense, professional-level occupational health services for their employees in order to prevent work-related health risks. <b>The occupational health insurance does not cover accidents which occur during leisure time.</b></li> <li>• <b>If unpaid traineeship or internship – only general healthcare system applies</b></li> <li>• (Other title of insurance must be applied (e.g. European Health Insurance Card (EHIC) or bilateral treaty statements))</li> </ul>





FINLAND - SURVEY	
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Lack of general rules for all types of internships.</p> <p>Only paid internships are fully recognized within the scheme of labor law protection – incl. occupational diseases and accident insurance. If an internship is paid and contracted as an employment –general rules for employees applies.</p> <ul style="list-style-type: none"> <li>• All employees in Finland have occupational health insurance. Employers are required to arrange, at their own expense, professional-level occupational health services for their employees in order to prevent work-related health risks. The occupational health insurance does not cover accidents which occur during leisure time.</li> <li>• If an internship is unpaid – only general healthcare system applies as mentioned above. In some cases –e.g. for longer internships, the host organization is responsible for providing the student intern with a health insurance, an accident component and an unemployment insurance component.</li> </ul>
<b>Legal or conventional remuneration</b>	<p>N/a – lack of regulation on minimum wage of internships</p> <p>Internships are not always paid</p> <ul style="list-style-type: none"> <li>• Trainees who stay longer than 6 months pay, like any Finnish, the income tax. They may also be required to contribute to Social Security.</li> <li>• Those who stay less than 6 months are considered "Tax-resident" and are taxed only if they have earned more than 510 € per month.</li> </ul>
<b>Legal or conventional duration</b>	<p>Working time is normally 8 hours a day for 40 hours a week.</p> <p>The minimum duration of an internship in higher education is one month, for a maximum of 18 months.</p>
<b>Evaluation of the parties</b>	Lack of general rules



FINLAND - SURVEY	
<b>Legal assignments of ECTS</b>	<p>Yes/ depending on type of internship – if in study period or Erasmus.</p> <p>The validation of the internship gives rise to the granting of ECTS credits, the number of which is determined by the regulation of studies of the training of the student trainee. For example, polytechnic universities award 30 ECTS credits for the internship./30 to 120 ECTS</p>
<b>Legal or conventional assessment for attribution of ECTS</b>	<p>Generally, there is an awarding of ECTS. Even if the internship is not mandatory in the University, students may choose during their Master program to complete the internship to attribute European credits.</p> <p>It should be recalled that 1 ECTS equals approximately 27 hours and that the duration of the working day is 7,5 h. Therefore, the gain of credits depends on the internship period expected during the educational program.</p>
<b>Other legal dispositions after mobility</b>	<p>Students doing an internship in Finland must contact the tax office to obtain a "Taxcard" to give to the employer: <a href="http://www.vero.fi/en-US">www.vero.fi/en-US</a></p> <p>Trainees who stay more than 6 months pay, like any Finnish, the income tax. They may also be required to contribute to Social Security.</p> <p>Those who stay less than 6 months are considered "Tax-resident" and are taxed only if they have earned more than € 510 per month. Information on taxation in Finland: <a href="http://www.vero.fi/en-US/Taxation">www.vero.fi/en-US/Taxation</a> of students and trainees in international situations.</p>



## 10. FRANCE

Internships are temporary work placement periods during which the student acquires professional skills and implements the learning outcomes of his / her training towards a diploma / certification and promotes his professional insertion. Internships is called “Stage”. The internship is a tool at the service of professional integration but the law also gives it back its place in the orientation process by encouraging the development of internships from the first years of higher education. This allows the student to confirm his training choices, and if not, can be a point of support to consider a reorientation.

Internships are suitable for all registered students in any High Education Institution (HEI). The internship agreement is signed by the educational institution, the host organization, the trainee or his / her legal representative, the referent teacher and the internship tutor and contains particular mandatory information about remuneration, protection, subjects, curricula etc.

There are two types of work/study contracts: the apprenticeship contract and the professionalization contract.

Apprenticeship is a work/study programme combining practical training at a company with theoretical classes delivered by an Apprentice Training Centre (CFA – centre de formation d'apprentis). It is not compulsory, but is matter of choice. Apprenticeship is based on a work contract that binds an employer and an apprentice between 16 and 25 years of age, who, as he/she is paid a wage, is subject to the rules of the Labor Code and the same collective conventions as other employees. Depending on their age and seniority, they receive a minimum wage varying between 25% and 78% of a reference wage (the SMIC – salaire minimum de croissance / guaranteed minimum wage).

As regards social cover, apprentices (16 y/o and above) are affiliated to the General Social Security Scheme (RGSS - régime général de la sécurité sociale). They also have the right to paid leave and maternity leave, and their pension and unemployment benefit rights come into effect.

Young people under 15 y/o can conclude an apprenticeship contract provided they have completed their lower secondary education. Over 25 y/o can also enter an apprenticeship under certain conditions, disabled young people in particular, for whom other provisions exist, including the “adjusted contract” (contrat aménagé), which facilitates their professional integration. Apprenticeships are carried out in a wide variety of professional sectors, including foodstuffs, commerce, construction, the automobile industry and public works, as well as in service sectors. Apprenticeship is becoming increasingly important as a mode of training for careers in the tertiary sector. More than one in every two contracts prepares for a service profession. During the programme, apprentices spend a third of their time at a CFA and the other two thirds at a company. CFA classes take up at least 400 hours a year, with apprentices following courses provided for and defined in school curricula. When at the company for which they work, apprentices are under the responsibility of a mentor who provides them with support and passes on his/her knowhow.

The professionalization contract is designed for a wider public than the apprenticeship contract. It is aimed to young people 16-25 y/o; jobseekers 26 y/o and over; beneficiaries of the RSA – minimum income, ASS – special solidarity allowance (allocation de solidarité spécifique ) or the AAH – disabled adults’ allowance (allocation aux adultes handicapés). Programs last between 6 months and 1 or even 2 years. Remuneration of young people on professionalization contracts



varies according to level of initial training and age. Unlike apprenticeship contracts, the State, local authorities and their public administrative bodies may not conclude professionalization contracts.

Insurance protection depends on the type and form of internship. For unpaid internships, only general public healthcare applies. The trainee continues to benefit from his social protection during the internship period (student, parents' rights ...). However, in all cases, it is recommended to take out additional insurance covering accident risks and civil liability for the period in the company.

Compulsory work insurance which covers occupational diseases and accidents at work applies to paid internships. If the internship is in France and paid less than or equal to 15% of the hourly rate of social security, student or intern is insured by HEI, if the remuneration is more than that, student or intern is insured by hosting entity.



FRANCE - SURVEY	
<b>Definition</b>	Internships are temporary work placement periods during which the student acquires professional skills and implements the learning outcomes of his / her training towards a diploma / certification and promotes his professional integration.
<b>Legal or conventional notion</b>	“Stage” –internship The internship is a tool at the service of professional integration but the law also gives it back its place in the orientation process by encouraging the development of internships from the first years of higher education. This allows the student to confirm his training choices, and if not, can be a point of support to consider a reorientation.
<b>Typology</b>	<ul style="list-style-type: none"> <li>• The observation course: open to the youngest and often very short (between a few days and a month)</li> <li>• The application internship: from one to several months, this type of internship validates the achievements of a student already advanced in a curriculum</li> <li>• The end of studies internship : this internship takes place at the end of the course</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Law 2014-788 on the development, supervision of traineeships and improvement of the status of trainees</li> <li>• Education Code, articles L124-1 to L124-20, D124-1 to D124-9; R124-10 to R124-13</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	Registered students in any High Education Institution (HEI)
<b>Specific dispositions for disabled persons</b>	yes : article L. 5212-7 working code
<b>Legal or conventional contract necessity</b>	Tripartite agreement between a student (if the young person is a minor, the parents sign), a company and an educational institution. Training periods in the workplace and internships falling outside the scope of Article L. 4153-1 of the Labor Code.
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	The internship agreement is signed by the educational institution, the host organization, the trainee or his / her legal representative, the referent teacher and the internship tutor. It contains the following mandatory information: <ul style="list-style-type: none"> <li>• Title of the trainee's course or training and its number of hours per year of teaching or semester of teaching,</li> <li>• Indication of responsible persons in parties of internships' contract;</li> <li>• Predicted skills to acquired during internship;</li> </ul>



FRANCE - SURVEY	
	<ul style="list-style-type: none"> <li>● Exact dates of placement;</li> <li>● Weekly duration of performance (hours/week);</li> <li>● Conditions of supervising;</li> <li>● Remuneration/ salary (if applies);</li> <li>● Social and insurance protection scheme including the protection in case of an accident at work;</li> <li>● Conditions of work – absences, sick leaves.</li> <li>● Conditions of suspension and termination of the internship agreement;</li> <li>● The procedures for validation of the internship or the period of training in the workplace;</li> <li>● The list of benefits offered by the host organization to the trainee, including meal etc.</li> <li>● The clauses of the rules of procedure of the host organization which are applicable to the trainee, if any;</li> <li>● The conditions of issue of the certificate of training/ certificate of stay</li> </ul>
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	Student - HEI and hosting institution + 2 tutors (one from the HEI, one from the host organization)
<b>General social and healthcare protection</b>	<p>The trainee continues to benefit from his social protection during the internship period (student, parents' rights ...). In all cases, it is recommended to take out additional insurance covering accident risks and civil liability for the period in the company.</p> <p>The trainee benefits from the rules of the Labor Code relating to hours of work, weekly rest, protection against discrimination and so on. He must comply with the internal rules of the company, the health and safety instructions.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	not obligatory, but often required by an entity
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Depending on the type of internship</p> <p>Compulsory:</p> <ul style="list-style-type: none"> <li>● if the internship is in France and paid less than or equal to 15% of the hourly rate of social security student or intern is insured by HEI,</li> <li>● if the remuneration is more than that, student or intern is insured by hosting entity</li> </ul>



FRANCE - SURVEY	
<b>Legal or conventional remuneration</b>	<p>In France, when the duration of the internship is greater than two consecutive months or not, it is obligatorily subject to a bonus, except in the case of special rules applicable in certain French overseas territories and for internships under Article L4381-1 of the Public Health Code.</p> <ul style="list-style-type: none"> <li>• The hourly amount of the bonus is fixed at 15% of the social security hourly ceiling defined in application of Article L.241-3 of the Social Security Code. A branch agreement or professional agreement may define an amount greater than this rate.</li> <li>• The gratuity due by a body governed by public law may not be combined with a remuneration paid by that body during the period concerned.</li> <li>• The gratuity is due without prejudice to the reimbursement of expenses incurred by the trainee to do his traineeship and the benefits offered, if any, for catering, accommodation and transportation.</li> <li>• The organization may decide to pay a fee for internships of less than or equal to two months. In the event of suspension or termination of this agreement, the amount of the BONUS due to the trainee is prorated according to the duration of the traineeship.</li> <li>• The qualifying period shall be assessed in the light of this agreement and any amendments thereto, as well as the number of days the trainee is actually in the organization.</li> </ul>
<b>Legal or conventional duration</b>	The duration of the internship (s) or period (s) of training in the workplace carried out by the same trainee in the same host organization may not exceed six months per teaching year, equivalent to 924 hours,
<b>Evaluation of the parties</b>	<p>Evaluation by the student – article L124-4 education code                      Evaluation by the HEI – article D124-1 education code</p>
<b>Legal assignments of ECTS</b>	The validation of the periods of internship is done on the evaluation of an internship report drafted by the student.
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – yes, if Erasmus
<b>Other legal dispositions after mobility</b>	



## 11. GERMANY

The German legislation does not contain any definition of internships or trainee status. Only Article 1 of the Vocational Training Act of 1969 refers to an objective for internships, but for those carried out outside a higher education curriculum: the course must provide professional knowledge and structured vocational training. However, German legislation consists broad regulation on internships and interns and provides higher and clarified protection on them.

The German term for internships is Praktikum. Germany has different typologies and notions of internship according to the curriculum, the level of studies and the aims. The Schnupperpraktikum are observation periods of a few days allowing the discovery of a professional field. Schulerbetriebspraktikum are short courses taking place in the last or second year of secondary school. The Studienbegleitendepraktikum are longer internships at the university level, part of the training curriculum and which allow the completion of training through professional experience. Vorpraktikum / Fachpraktikum consist of mandatory training periods in some formations.

There are also specific courses depending on the curriculum and the professional goals. Referenda, mandatory internships as a result of studies to prepare for legal or public service professions such as teachers to mention the two categories that are most represented. Praktisches Jahr mark the end of medical or pharmacy studies. Volunteering is present in the fields of media and publishing. They are regulated and governed by a collective agreement of the German press dating from 1990.

In general, there are many types of both compulsory and voluntary internships.

Germany, as one of the minority of states, provides compulsory and regulated insurance of work of interns and volunteers. Compulsory insurance covers apprentices and trainees. Work accident insurance is mandatory and paid by the employer or other responsible entity – as hosting institution. The employer pays the accident insurance contributions for manual and office workers and trainees. Students undergoing education or further education at tertiary level, certain volunteers, apprentices are also insured by the public accident insurance. Public accident insurance covers the costs resulting from accidents at work and occupational diseases. The accident insurance applies also to accidents on the way to and from this insured activity (commuting accident).

If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility – and there is lack of labour contract necessity, trainee or intern is covered by general public healthcare – without labour insurance benefits. For foreigners - other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens). In above case, benefits that are not covered by occupational accident insurance will be covered by health insurance.

Many internships or traineeships can be not consider as an labour or employment relation but as a study practices or within the scope of civil contract – in that case a trainee or intern is covered only by general public health insurance without labour insurance benefits.

In case of a compulsory training period for university training, a bipartite agreement, called Praktikumsvertrag, may exist between the host organization and the student trainee. This convention is not mandatory, but it is very common in practice. The following points should be included in this training agreement:





Concerning vocational training and work placements provided for by the BBiG Act, the agreement is compulsory and must be signed before the beginning of the probationary period. This is a tripartite agreement between the trainee, the training organization and the host organization. Article 11 of the BBiG Law sets out the terms and conditions of the training contract.

GERMANY - SURVEY	
<b>Definition</b>	<p>Lack of strict regulation.</p> <p>The German legislation does not contain any definition of internships or trainee status. Only Article 1 of the Vocational Training Act of 1969 refers to an objective for internships, but for those carried out outside a higher education curriculum: the course must provide professional knowledge and structured vocational training.</p>
<b>Legal or conventional notion</b>	<p>The German term for internships is Praktikum. Germany has different typologies and notions of internship according to the curriculum, the level of studies and the aims.</p> <ul style="list-style-type: none"> <li>• The Schnupperpraktikum are observation periods of a few days allowing the discovery of a professional field.</li> <li>• Schulerbetriebspraktikum are short courses taking place in the last or second year of secondary school.</li> <li>• The Studienbegleitendepraktikum are longer internships at the university level, part of the training curriculum and which allow the completion of training through professional experience.</li> <li>• Vorpraktikum / Fachpraktikum consist of mandatory training periods in some formations.</li> </ul> <p>There are also specific courses depending on the curriculum and the professional goals.</p> <ul style="list-style-type: none"> <li>• Referenda, mandatory internships as a result of studies to prepare for legal or public service professions such as teachers to mention the two categories that are most represented.</li> <li>• Praktisches Jahr mark the end of medical or pharmacy studies.</li> <li>• Volunteering is present in the fields of media and publishing. They are regulated and governed by a collective agreement of the German press dating from 1990.</li> </ul>
<b>Typology</b>	<ul style="list-style-type: none"> <li>• Compulsory internship in the framework of higher studies: Pflichtpraktikum:             <ul style="list-style-type: none"> <li>○ the Zwischenpraktikum: internship done during the studies</li> <li>○ Vorpraktikum: internship done before the studies</li> <li>○ Nachpraktikum: internship done after the studies</li> </ul> </li> <li>• Voluntary internship: freiwilliges Praktikum: internship not included in a course of study: subject to the law on vocational training (Berufsbildungsgesetz)</li> <li>• Compulsory internship as part of a vocational training: Ausbildungspraktikum</li> </ul>



GERMANY - SURVEY	
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Vocational Training Act 1969, revised in 2005 - Berufsbildungsgesetz - BBiG.</li> <li>• Federal Law on Vocational Training 2014 - Bundesausbildungsförderungsgesetz - BaföG.</li> <li>• General Wage Act 2014 - Gesetz zur Regelung eines allgemeinen Mindestlohns (Mindestlohngesetz - MiLoG).</li> <li>• Social Code (SGB) book III - promotion of employment 2014. Sozialgesetzbuch (SGB) Drittes Buch - Arbeitsförderung. - (§ 26-Berufsbildungsgesetz BBiG</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	<ul style="list-style-type: none"> <li>• Pflichtpraktikum - young people and students enrolled in their training</li> <li>• Voluntary internship (Freiwilliges Praktikum) - any student, on his own initiative</li> </ul> <p>Compulsory internship as part of a professional training – any involved person</p>
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Lack of general regulation.</p> <p>Companies are not required by law to draft an internship agreement.</p>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<p>In the case of a compulsory training period for university training, a bipartite agreement, called Praktikumsvertrag, may exist between the host organization and the student trainee. This convention is not mandatory, but it is very common in practice. The following points should be included in this training agreement:</p> <ul style="list-style-type: none"> <li>• the names of the two parties and detailed information;</li> <li>• the start and end dates of the course, total duration, daily schedules;</li> <li>• the tasks and tasks of the trainee;</li> <li>• the conditions for the completion of the internship;</li> <li>• The rights and obligations of both parties;</li> <li>• The issue of a training certificate;</li> <li>• compensation.</li> </ul> <p>Concerning vocational training and work placements provided for by the BBiG Act, the agreement is compulsory and must be signed before the beginning of the probationary period. This is a tripartite agreement between the trainee, the training organization and the host organization. Article 11 of the BBiG Law sets out the terms and conditions of the training contract:</p> <ul style="list-style-type: none"> <li>• detailed description of the training course: the nature and purpose of the training, the topics covered, the training schedule;</li> </ul>



GERMANY - SURVEY	
	<ul style="list-style-type: none"> <li>● the duration of the training period;</li> <li>● description of aspects of training outside the training center;</li> <li>● the probationary or probationary period, if any;</li> <li>● the amount of remuneration;</li> <li>● the duration of the leave (s) during the training;</li> <li>● conditions for the early termination of the training contract.</li> </ul>
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a
<b>General social and healthcare protection</b>	<p>Public insurance mandatory The following people have compulsory cover from the state accident insurance scheme:</p> <ul style="list-style-type: none"> <li>▪ Manual and office workers</li> <li>▪ Apprentices</li> <li>▪ Certain self-employed people</li> <li>▪ Children in day-care centres, kindergartens and similar establishments</li> <li>▪ Pupils attending non-vocational schools</li> <li>▪ Students undergoing education or further education at tertiary level,</li> <li>▪ Beneficiaries of rehabilitation payments (participants in rehabilitation measures)</li> <li>▪ Certain volunteers</li> <li>▪ Domestic care personnel</li> </ul> <p>The employer pays the accident insurance contributions for manual and office workers and trainees. Benefits for children in nurseries, pupils and students are tax-financed. The self-employed can voluntarily take out insurance against the consequences of accidents at work through professional associations who provide insurance (<i>Berufsgenossenschaft</i>). They must pay the contributions themselves. Accident insurance covers the costs resulting from accidents at work and occupational diseases.</p> <ul style="list-style-type: none"> <li>● Disease Protection</li> </ul>



GERMANY - SURVEY	
	<p>German student students receive student health insurance, which covers them during the probationary period. Trainee students who are nationals of a country of the European Union are covered by the health insurance system of their country of origin, provided that they benefit from it.</p> <ul style="list-style-type: none"> <li>● Accident Protection Accidents occurring within the host organization or on the way are taken care of by the host organization, which declares an accident as an employee. This accident insurance covers the costs of medical treatment and all necessary rehabilitation aids.</li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Compulsory Insurance also for apprentices and trainees</p> <ul style="list-style-type: none"> <li>● Work accident insurance is mandatory</li> <li>● The employer pays the accident insurance contributions for manual and office workers and trainees.</li> <li>● Students undergoing education or further education at tertiary level, Certain volunteers, Apprentices are also insured by the public accident insurance.</li> <li>● Public accident insurance covers the costs resulting from accidents at work and occupational diseases. The accident insurance applies also to accidents on the way to and from this insured activity (commuting accident).</li> </ul> <p>If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility – and there is lack of labour contract necessity, trainee or intern is covered by general public healthcare – without labour insurance benefits.</p> <ul style="list-style-type: none"> <li>● For foreigners - other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens)</li> <li>● Benefits that are not covered by occupational accident insurance will be covered by health insurance</li> </ul> <p>NOTE: Many internships or traineeships can be not consider as an labour or employment relation but as a study practices or within the scope of civil contract – in that case a trainee or intern is covered only by general public health insurance without labour insurance benefits.</p>



GERMANY - SURVEY	
<b>Legal or conventional remuneration</b>	<p>Depends on the type of internship performed:</p> <ul style="list-style-type: none"> <li>• compulsory internship in the context of studies: no compulsory remuneration</li> <li>• voluntary internship: must be paid</li> </ul> <p>Under the Vocational Training Act, the Bundesinstitut für Berufsbildung (Federal Institute for Vocational Training) sets a minimum wage each year for each sector of activity. The decision to pay a higher salary is left to the discretion of the employer.</p>
<b>Legal or conventional duration</b>	<p>The law does not provide for any maximum probationary period :</p> <ul style="list-style-type: none"> <li>• Compulsory internship in studies: The duration of an internship in Germany depends on the study program. It varies from 3 to 6 months</li> <li>• Voluntary internship: Duration to be negotiated with the employer</li> </ul> <p>Duration of working time: everything depends on the age of the trainee:</p> <ul style="list-style-type: none"> <li>• If the young person has passed 9 years of schooling: carries out a full-time internship: 40H / week (8H / day), also applies for trainees between 15 and 17 years old.</li> <li>• For children under 15: 7H / day max, not more than 35H / week</li> </ul>
<b>Evaluation of the parties</b>	Lack of general rules
<b>Legal assignments of ECTS</b>	<p>Yes/ depending on type of internship – if in study period or Erasmus.</p> <p>Stays at the discretion of the University or other HEI</p>
<b>Legal or conventional assessment for attribution of ECTS</b>	n/a
<b>Other legal dispositions after mobility</b>	n/a



## 12. GREECE

There is lack of specific regulation and legislation on internships and traineeships. Definition of internship does not exist in legal acts. The concept of an internship exists as Οικοτροφείο (oikotropheio) or “boarding school” – “Praktiki Askisi”.

In Greek higher education, there are in general three types of placements. There are courses that take place in the formations of Institutes of Technical Teaching, of a compulsory nature. These internships are carried out either in a company or in a public institution. There are also compulsory courses for students of certain university courses and which condition the graduation. Optional student-initiated courses are also existing in practice.

Traineeships and Internships are not specifically regulated in Greece, but in general are subject to the general rules of the labor law. Thus, if the contract is bounded within scope of labour law, the trainees have to be provided with health insurance and they are entitled to the minimum wage. Many employers use traineeships as a form of cheap or free labour, which is illegal. If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility – and there is lack of labour contract necessity, trainee or intern insurance is covered by general public healthcare – which also applies to work accidents.

According to general public healthcare insurance, illnesses and temporary loss of working capacity caused by work accident, come under the health insurance scheme. For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens). Benefits that are not covered by occupational accident insurance are covered by health insurance.

Most internships are unpaid, but there are many programs on small stipend of around \$550 a month in some internships. Most programs of internships cover the cost of accommodation and meals.

There is lack of general regulations on duration, age and remuneration of interns and internships.



GREECE - SURVEY	
<b>Definition</b>	Lack of legal or conventional definition
<b>Legal or conventional notion</b>	<p>Οικοτροφείο (oikotropheio) /Boarding school - Praktiki Askisi</p> <p>The concept of an internship exists, however it has not been officially defined in law.</p>
<b>Typology</b>	<p>In Greek higher education, there are in general three types of placements:</p> <ul style="list-style-type: none"> <li>● The courses that take place in the formations of Institutes of Technical Teaching, of a compulsory nature. These internships are carried out either in a company or in a public institution;</li> <li>● compulsory courses for students of certain university courses and which condition the graduation;</li> <li>● Optional student-initiated courses also meet in practice.</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>● Law No. 1404/83 on the structure and function of Institutes of Technological Education (T.E.I.). Article 24 regulates the internships of students of these institutes, whether internship in the private or in a public institution. Presidential Decree No. 174/85 specifies the terms and conditions of such courses (rights and obligations of student trainees and host organizations).-Νόμος 1404/83, Δομή και λειτουργία των Τεχνολογικών Εκπαιδευτικών Ιδρυμάτων</li> <li>● Law No. 1351/83 on higher education. Article 12 stipulates that public institutions and certain undertakings are obliged to take trainees, who during the probationary period cannot claim work or pension benefits. Νόμος 1351/83, Εισαγωγή σπουδαστών στη τριτοβάθμια εκπαίδευση</li> <li>● Law No. 4009/11, on the structure, function and quality assurance and internationalization of higher education institutions. Article 36 regulates that the terms and conditions for the realization of internships by students of institutions of higher education are defined by the regulation of the institution of belonging of the student. 6 (Νόμος 4009/11, Δομή, λειτουργία, διασφάλιση της ποιότητας των σπουδών και διεθνοποίηση των ανωτάτων εκπαιδευτικών ιδρυμάτων(A.E.I.</li> <li>● Presidential Decree 185/84, on the insurance of students of Technological Teaching Institutions during their internship (T.E.I.).(Προεδρικό Διάταγμα 185/84, Ασφάλιση σπουδαστών T.E.I. κατά τη διάρκεια της πρακτικής τους άσκησης.)</li> <li>● Presidential Decree No. 174/85, on student internships of the Teaching Institutions of Technology (T.E.I.), which stipulates that students from T.E.I. are obliged to carry out an internship in their curriculum. Προεδρικό Διάταγμα 174/85, Άσκηση στο επάγγελμα των σπουδαστών των Τεχνολογικών Εκπαιδευτικών Ιδρυμάτων (T.E.I.)</li> </ul>





GREECE - SURVEY	
	<ul style="list-style-type: none"> <li>• Presidential Decree No. 160/2008 on the functioning and internal regulations of universities (A.E.I.), article 30 provides for the possibility of integrating a period of training - period of practical training - into training.- (Προεδρικό διάταγμα 160, 3 Νοεμβρίου 2008 Πρότυπος Γενικός Εσωτερικός Κανονισμός Λειτουργίας των Α.Ε.Ι.) - Circular E5/1797/20.03.86 (OFFICIAL newspaper 183 / t. B / 14.04.86), about student's income during internship (E5/1797/20-3-86 (ΦΕΚ 183/τ. Β'14-4-86), Ρύθμιση θεμάτων αποζημίωσης στον ιδιωτικό τομέα και Ο.Τ.Α.)</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	<ul style="list-style-type: none"> <li>• VET after turning 16 spend a training period in a company as interns</li> <li>• students in secondary education schools or post-secondary education (University or TEI – Technological Education Institute), internships represent a practical phase of the courses and it is compulsory in many cases.</li> <li>• during University, students have the opportunity to do summer internships between June and August (between 4 and 10 weeks)</li> <li>• 4) for the students that have completed their course, internships are not compulsory and consist in training periods in preparation of their entrance in the labor market (average duration 6 months).</li> </ul>
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Not compulsory – lack of general regulation</p> <p>Internships in the form of Institutes of Technical Teaching (T.E.I.) are the subject of a tripartite agreement between the trainee student, the educational institution and the host organization. This agreement specifies the information of the parties, the start and end dates of the training course, its duration, the location of the course, the safety rules and the rights and obligations of each.</p>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	n/a
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	<p>Lack of general regulation</p> <p>In practice – tripartite : student, higher education institution - host organization</p>





GREECE - SURVEY	
<b>General social and healthcare protection</b>	<p>Illness benefits in kind are provided by the National Organization for the Provision of Health Services to employees insured with the Unified Social Security Fund</p> <p>Student and trainees are covered by the health insurance scheme during their probationary period (Law No 1351/83). If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility – and there is lack of labour contract necessity, trainee or intern insurance is covered by general public healthcare – which also applies to work accidents.</p> <p>- Accident insurance</p> <p>The health protection referred to in the preceding paragraph also covers accidents at work. -</p> <p>At Universities: It is the University’s responsibility to provide health insurance.</p> <p>At Technological Educational Institution’s: The public or private host organization provides health insurance.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Included in public healthcare system.</p> <p>Accidents and occupational diseases are not covered by a separate branch of insurance. Illness and temporary loss of working capacity come under the health insurance scheme, while invalidity and death are subject to the relevant pension insurance provisions.</p> <p>According to general public healthcare insurance, Illness and temporary loss of working capacity caused by work accident, come under the health insurance scheme.</p>
<b>Legal or conventional remuneration</b>	<p>There is not minimum wage in the area of internships.</p> <p>Most internships are unpaid, but there are many programs on small stipend of around \$550 a month in some internships. Most programs of internships cover the cost of accommodation and meals.</p> <p>For employees - the minimum wage is € 683.76 on 1 January 2017.</p>
<b>Legal or conventional duration</b>	No regulations provided.



GREECE - SURVEY	
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS / assessment for attribution of ECTS</b>	<p>Lack of general rule – applies always to Erasmus.</p> <ul style="list-style-type: none"> <li>• Sometimes the ECTS are allocated. This is particularly the case at Technological Educational Institutions (e.g. 10 ECTS credits). For Universities it is also possible, however the amount is not the same in each University, Faculty or Department</li> </ul>
<b>Other legal dispositions after mobility</b>	n/a



### 13. HUNGARY

The 2011 Vocational Education and Training Act (Article 3) defines internships as periods "that prepare students for the skills and knowledge required to perform a job". The training period must correspond to the requirements of the training followed. Decree 230/2012 on vocational training in higher education extends this definition to courses in the first cycle and the master cycle (Articles 3-1 and 14). The legal relationship of paid internship employment is not employment relationship however; certain labour law rules shall be applied. The intern is considered insured in the social security system. Internship is called "gyakorlat képzés" (exercising, during secondary education and VET) or "szakmai gyakorlat" (during and after University).

The Act on Labour Code does not define traineeship as a specific form of employment. The more frequent compulsory traineeships that are part of education curricula are already regulated within the scope of educational law with a protection provided by labour law. From legal point of view there are three formalized and one informal way for employers to hire trainees as for whom it is not obligatory to complete a traineeship as part of their studies: Through a regular employment contract subject to the Labour Code – covered by labour law protection; Through a school cooperative, which acts as a 'third party' connecting the employer with the trainee (in this case the trainee must maintain student status, this type of employment relationship is also subject to the Labour Code – also covered by labour law protection); Through a personal services contract subject to the Civil Code. There is also general practice of informal way of employing trainees without any official contract.

If internship is performing under employment or similar relation, the student, under a contract of employment (which extends to internships) enjoys the same rights as those defined in the Labor Code, unless legislation that is more favorable may apply. It is also stated that the host organization must ensure the responsibility of the student. Thus, the insurance covers all injuries and illnesses incurred in the course of work, that are work-related or happen on the way to or from work (accidents at work), and diseases and deterioration of a worker's health due to the hazards peculiar to the job (occupational diseases). Occupational diseases are those listed as such by the government. The insurance does not cover injury or illness exclusively occurring because of the victim's behavior. The compulsory health insurance contributions paid by workers (interns) and employers also entitle beneficiaries to healthcare benefits in the event of an accident. It is the responsibility of the host institution to insure the student against these risks.

If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility or civil contract – and there is lack of labour contract necessity, trainee or intern insurance is covered by general public healthcare. Thus, only general healthcare is provided (without special benefits as a pension or loss of capacity, work accident sickness benefit). For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens).

Employed interns receive 15% of the weekly basic salary if they work 40 hours / week (legal working hours) at the rate of 8 hours / day, equivalent to 60% of the minimum wage per month. The duration of the traineeships in Hungary varies according to the level of studies. In secondary vocational education, it is spread over periods of 1 or 2 years. The duration of this work experience varies because there is no official text on it. In higher education, there is a semester internship integrated bachelors for professional purpose. In terms of student-initiated internships, they are of varying lengths often conducted in the summer or from the fall.



HUNGARY - SURVEY	
<b>Definition</b>	<p>The 2011 Vocational Education and Training Act (Article 3) defines internships as periods "that prepare students for the skills and knowledge required to perform a job". The training period must correspond to the requirements of the training followed.</p> <p>Decree 230/2012 on vocational training in higher education extends this definition to courses in the first cycle and the master cycle (Articles 3-1 and 14). The legal relationship of paid internship employment is not employment relationship however certain labour law rules shall be applied. The intern is considered insured in the social security system.</p>
<b>Legal or conventional notion</b>	<p>Internship is called “gyakorlat képzés” (exercising, during secondary education and VET) or “szakmai gyakorlat” (during and after University)</p>
<b>Typology</b>	<ul style="list-style-type: none"> <li>• internships in the framework of professional training (gyakorlati képzés)</li> <li>• internships within the framework of university training (szakmai gyakorlat)</li> </ul> <p>From legal point of view there are three formalized and one informal way for employers to hire trainees as for whom it is not obligatory to complete a traineeship as part of their studies:</p> <ul style="list-style-type: none"> <li>• Through a regular employment contract subject to the Labour Code – covered by labour law protection</li> <li>• Through a school cooperative, which acts as a ‘third party’ connecting the employer with the trainee. In this case the trainee must maintain student status. This type of employment relationship is also subject to the Labour Code – also covered by labour law protection</li> <li>• Through a personal services contract subject to the Civil Code</li> <li>• An informal way of employing trainees is to employ them without any official contract.</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Law on Higher Education CCIV (2011. évi CCIV. törvény, a nemzeti felsőoktatásról)</li> <li>• Vocational Training Act CLV (2011. évi CLV. Törvény a szakképzési hozzájárulásról és a képzés fejlesztésének támogatásáról)</li> <li>• Law on internships (VIII. 28) 230/2012 (230/2012. (VIII. 28.) Korm. Rendelet a felsőoktatási szakképzésről és a felsőoktatási képzéshez kapcsolódó szakmai gyakorlat egyes kérdéseiről)</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	<ul style="list-style-type: none"> <li>• Students of professional training schools, secondary schools and HEI.</li> </ul> <p>For graduate students there are also internships available, but in general the training on the job experience is normally done during the studies.</p>



HUNGARY - SURVEY	
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>An internship agreement must be signed between the trainee student, the training institution and the host organization. The content of this contract of employment is specified in Article 18 of Decree 230/2012 on vocational training in higher education.</p> <p>NOTE: In higher education, the internship is regulated, it is found in vocational training as in university studies. The company offering a contract to a student must be registered with the Chamber of Commerce and Industry. The signing of an internship agreement specifies the terms and conditions of the internship, which is evaluated at the end of the period./necessary to obtain a residence permit for a stay longer than 3 months.</p>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	n/a
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	Student - university or other HEI - the hosting institution
<b>General social and healthcare protection</b>	<p>Under employment relation:</p> <ul style="list-style-type: none"> <li>Article 44 of the Law on Higher Education of 2011 stipulates that the student, under a contract of employment (which extends to internships) enjoys the same rights as those defined in the Labor Code, unless more favorable legislation may apply. It is also stated that the host organization must ensure the responsibility of the student.</li> </ul> <p>Beyond employment (internship) relation:</p> <ul style="list-style-type: none"> <li>If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility or civil contract – and there's lack of labour contract necessity, trainee or intern insurance is covered by general public healthcare. Thus, only general healthcare is provided (without special benefits as a pension or lost of capacity, work accident sickness benefit). For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens).</li> </ul>
<b>Civil liability insurance</b>	Companies are required to insure the trainee in terms of civil liability.



HUNGARY - SURVEY	
<b>(if obligatory/ which part is responsible)</b>	
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>If internship is performing under employment or similar relation, the student, under a contract of employment (which extends to internships) enjoys the same rights as those defined in the Labor Code, unless more favorable legislation may apply. It is also stated that the host organization must ensure the responsibility of the student.</p> <p>Thus, the insurance covers all injuries and illnesses incurred in the course of work, that are work-related or happen on the way to or from work (accidents at work), and diseases and deterioration of a worker's health due to the hazards peculiar to the job (occupational diseases). Occupational diseases are those listed as such by the government. The insurance does not cover injury or illness exclusively occurring because of the victim's behaviour.</p> <p>The compulsory health insurance contributions paid by workers (interns) and employers also entitle beneficiaries to healthcare benefits in the event of an accident.</p> <p>It is the responsibility of the host institution to insure the student against these risks.</p> <ul style="list-style-type: none"> <li>• If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility or civil contract – and there's lack of labour contract necessity, trainee or intern insurance is covered by general public healthcare. Thus, only general healthcare is provided (without special benefits as a pension or lost of capacity, work accident sickness benefit).</li> </ul>
<b>Legal or conventional remuneration</b>	<p>Trainees receive 15% of the weekly basic salary if they work 40 hours / week (legal working hours) at the rate of 8 hours / day, equivalent to 60% of the minimum wage per month.</p> <p>The minimum wage is € 411.52 as of January 1, 2017, (average salary: 794 €).</p>
<b>Legal or conventional duration</b>	<p>The duration of the traineeships in Hungary varies according to the level of studies:</p> <ul style="list-style-type: none"> <li>• in secondary vocational education, it is spread over periods of 1 or 2 years. The duration of this work experience varies because there is no official text on it.</li> </ul> <p>in higher education, there is a semester internship integrated bachelors for professional purpose. In terms of student-initiated internships, they are of varying lengths often conducted in the summer or from the fall.</p>
<b>Evaluation of the parties</b>	n/a



<b>HUNGARY - SURVEY</b>	
<b>Legal assignments of ECTS / assessment for attribution of ECTS</b>	Lack of general rule – applies always to Erasmus.  Internships in vocational training courses entitle the holder to 30 credits, without specifying whether it is ECTS credits (Decree 230/2012, Article 5 (1) ca).
<b>Other legal dispositions after mobility</b>	n/a



## 14. IRELAND

There is lack of specific regulation and legislation on internships and traineeships. Definition of internship does not exist in legal acts. Internships are not very widespread, except in certain disciplines that require professional practice before validating a diploma, such as in medicine, for example. There is a difference between an “internship” and a “work placement”. There are three main types of internships for young people and students: internships within the framework of public policies, in order to reduce the unemployment of young people by offering them qualifying professional experience; courses offered in the context of higher education training, but in the absence of a uniform legal framework for differences may exist; internships carried out on the initiative of students or young graduates.

In practice, internships are very present and considered as a period allowing students to acquire a first professional experience in connection with their training. In Ireland, there are public programs to promote internships to address youth unemployment, such as JobBridge or First Steps.

There is lack of special regulation on forms and conditions of internships agreements. In practice, a tripartite agreement is signed to define the conditions of the internship in terms of duration, time and working conditions as well as the objectives. It is the higher education institutions that make the process of offering placements (“work placement”) during the training courses that lend themselves to it, supported by their “placement” service.

The duration of the internships varies widely, ranging from 2 to 6 months for internships within the framework of university training. Internships in public programs may last up to one year. The employer or hosting entity is not obliged to pay the trainee. However, large companies offer more easily an internship allowance; it is up to the student to negotiate it when signing the agreement. Some sectors allow it more easily, such as computer science and engineering.

There are no special rules of healthcare insurance and social protection of interns. Level and ground of insurance depends on the type of activity. If the contract of internship or traineeship is bounded within scope of labour law, the trainees have to be provided with health insurance, occupational diseases and work accident insurance as normal employee. In general, the insurance is covered by the basic mandatory insurance within social contributions system. It is paid by workers and employers. The Occupational Injuries Scheme provides benefits for people injured or incapacitated by an accident at work or while travelling directly to or from work. The scheme also covers people who have contracted a disease as a result of the type of work they do. There are a number of benefits available and there are different conditions attached to each benefit. The Medical Care Scheme allows worker to get a refund of the costs of medical care and attention that are not paid by the Health Service Executive (HSE) or covered by the Treatment Benefit Scheme.

If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility – and there’s lack of labour or employment contract necessity, trainee or intern insurance is covered by general public healthcare on general rules. The only benefit then is to obtain access to medical treatment, without others benefits consequents from the Occupational Injuries Benefit scheme and general social care system.





According to general public healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work. For foreigners – if internship or traineeship is not considered as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens).

IRELAND - SURVEY	
<b>Definition</b>	Lack of legal or conventional definition. Internships are not very widespread, except in certain disciplines that require professional practice before validating a diploma, such as in medicine, for example. There is a difference between an “internship” and a “work placement”.
<b>Legal or conventional notion</b>	Lack of uniform legislation. In practice called as: <ul style="list-style-type: none"> <li>● internship, work placement, practice</li> </ul>
<b>Typology</b>	There are three main types of internships for young people and students: <ul style="list-style-type: none"> <li>● internships within the framework of public policies, in order to reduce the unemployment of young people by offering them qualifying professional experience;</li> <li>● courses offered in the context of higher education training, but in the absence of a uniform legal framework for differences may exist internships carried out on the initiative of students or young graduates.</li> </ul>
<b>Applicable texts and regulations</b>	National Minimum Wage Act, 2000
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a



IRELAND - SURVEY	
<b>Legal or conventional contract necessity</b>	n/a  There is no standard model for a contract or internship agreement. Nevertheless, internship agreements exist, offered by higher education institutions to their students, within the framework of the practicable placements in a training course. These agreements are tripartite between the student, the institution of higher education and the host organization. They contain: <ul style="list-style-type: none"> <li>• information on the parties;</li> <li>• the objective of the internship;</li> <li>• the location of the internship;</li> <li>• the period (beginning and end) of the course;</li> <li>• labor conditions ;</li> <li>• the possible remuneration and benefits granted to the student trainee;</li> <li>• the name of the tutor within the host organization</li> </ul>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Not regulated by law.  In practice: a tripartite agreement is signed to define the conditions of the internship in terms of duration, time and working conditions as well as the objectives. It is the higher education institutions that make the process of offering placements ("work placement") during the training courses that lend themselves to it, supported by their "placement" service.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a In practice – <ul style="list-style-type: none"> <li>• for training/educational relationship it's a tripartite agreement between the trainee, HEI and the host entity</li> <li>• or employment relationship between trainee and host entity</li> </ul>



IRELAND - SURVEY	
<b>General social and healthcare protection</b>	<p>Lack of special regulation on internships – only general rules applies. According to general public healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work. For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens)</p> <p>Most employers and employees (over 16 years of age and under 66) pay social insurance (PRSI) contributions into the national Social Insurance Fund. In general, the payment of social insurance is compulsory. The term ‘insurable employment is used to describe employment that is liable for social insurance contributions. Some people who have unearned income are also liable for PRSI.</p> <p>The Irish Public Health System provides for two categories of eligibility for persons who are ordinarily resident in the country, i.e. full eligibility (individuals/families with full eligibility are awarded a medical card) and limited eligibility (all others).</p> <p>Full eligibility is determined mainly by reference to income limits. Determination of an individual's eligibility status is the responsibility of the Health Service Executive (HSE) and requires the completion of an application process.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Lack of special regulation on internships – protection only within employment contract – protected within the scope of labor law and insurance.</p> <p>If the contract of internship is bounded within scope of labour law, the trainees have to be protected by health insurance at work with occupational diseases and accident insurance.</p> <ul style="list-style-type: none"> <li>● In general, the insurance is covered by the basic mandatory insurance within social contributions system. It is paid by workers and employers. The Occupational Injuries Scheme provides benefits for people injured or incapacitated by an accident at work or while travelling directly to or from work. The scheme also covers people who have contracted a disease as a result of the type of work they do. There are a number of benefits available and there are different conditions attached to each benefit.</li> <li>● The Medical Care Scheme allows worker to get a refund of the costs of medical care and attention that are not paid by the Health Service Executive (HSE) or covered by the Treatment Benefit Scheme.</li> </ul>



IRELAND - SURVEY	
	If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility – and there's lack of labour or employment contract necessity, trainee or intern insurance is covered by general public healthcare on general rules. The only benefit then is to obtain access to medical treatment, without others benefits consequents from the Occupational Injuries Benefit scheme and general social care system.
<b>Legal or conventional remuneration</b>	N/a Applies only to normal employment contracts – the minimum wage is € 1563.25 on 1 January 2017.  The employer or hosting entity is not obliged to pay the trainee. However, large companies offer more easily an internship allowance; it is up to the student to negotiate it when signing the agreement. Some sectors allow it more easily, such as computer science and engineering.
<b>Legal or conventional duration</b>	The duration of the internships varies widely, ranging from 2 to 6 months for internships within the framework of university training. Internships in public programs may last up to one year.
<b>Evaluation of the parties</b>	Lack of general rules
<b>Legal assignments of ECTS</b>	The allocation of ECTS in relation to the workload given to internship students is the responsibility of the institution, sometimes after validation of the internship.
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus)
<b>Other legal dispositions after mobility</b>	n/a



## 15. ITALY

Ministerial Decree 142/98 of 25 March 1998, in its article 1, defines internships as designed "to achieve alternating moments between studies and work in the field of training and to facilitate professional choices through knowledge direct from the world of work ". Article 1 of Resolution 199/2013 specifies that "an internship is an active training measure aimed at connecting a host organization and a trainee in order to enrich knowledge and acquire professional skills, vocational integration "and that" traineeships consist of an orientation and training experience in a professional situation which doesn't constitute an employment relationship ".

Internship is called tirocini, praticantato. "Tirocini formativi e di orientamento" is a type of internship that is available in two ways. It can be performed by students enrolled at University at an undergraduate level (tirocini curricolari), but also by recent graduates (tirocini non curricolari). These internships aim to develop the theory acquired during the student's studies through a first-hand professional experience. Graduate students are still eligible for an internship within the first twelve months after their graduation. This measure has been adopted quite recently, in response to the emergency created by the economic crisis, and it has been developed by the Ministry of Education, University and Research MIUR Italian. Training and orientation internships have been extended to graduate students who have graduated within less than 12 months.

"Tirocini di reinserimento/inserimento al lavoro" are types of internships focused on reintegration and integration internships for the unemployed and people with disabilities. These internships can be integrated on the condition of registration at a job centre. Therefore, these courses do not apply to students. There are also mandatory placements to gain access to a profession (law, medicine ...), called "praticantato".

It should be mentioned that the training and orientation courses are not training courses, but can be offered by higher education institutions (the "promoter") and carried out by students. This form of training may also be offered by the national employment agency and the regions.

Internships conducted as part of an academic education are governed by a bipartite agreement between the host organization and the student. This agreement must be validated by the higher education institution. Internships conducted as part of an academic education contains i.a.: information on the parties; information on the tutor and the professional tutor; type of placement; the field of activity of the host organization; the professional field in which the internship will take place; the place of internship; identification of the insurance covering the trainee; the length of the internship; the amount of the trainee's compensation.

In the context of training and orientation courses, the agreement is tripartite contract between the "promoter", the host organization and the beneficiary.

The Italian social security system is funded by contributions paid by employed workers, employers, independent workers and self-employed workers, as well as through general taxation. All employers must enroll their employees in the National Insurance System in case of work accidents. The National Health Service (SSN) is funded by all residents of Italy through taxes. If the traineeship or internship is not considered as an employment or is not statutory under the insurance scheme – other titles of insurance has to be applied on general rules. In that case, trainee or intern insurance is covered by general public healthcare on general rules. The only benefit then is to obtain access to medical treatment, without others benefits consequents from INAIL system.



For training and orientation courses, the promoter is obliged to provide insurance against accidents at work and civil liability to the trainee, pursuant to resolution 199/2013 (article 8). This obligation does not extend to sickness insurance, which remains the responsibility of the trainee.

Some others internships and traineeships are protected and insured on a contractual way between trainee or intern and a promoter. For those, the work insurance within the scope of INAIL system is provided. The promoter insures the trainee against any accidents at work with the Italian National Institute for Insurance against Industrial Accidents - INAIL, and also against any third-party liability with insurance companies operating in the insurances sector. In the event of accident during the placement, the hosting organization undertakes to report the event - within the time established by current legislation - both to the insurance institutions (specifying the number of the policy signed by the promoter) and to the promoter.

For other types of internships – there is lack of labor and work insurance (incl. occupational diseases and work accidents) – only general healthcare is provided (if insured on proper title). For foreigners – if internship or traineeship is insured under above schemes, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens).



ITALY - SURVEY	
<b>Definition</b>	<p>Ministerial Decree 142/98 of 25 March 1998, in its article 1, defines internships as designed "to achieve alternating moments between studies and work in the field of training and to facilitate professional choices through knowledge direct from the world of work ".</p> <p>Article 1 of Resolution 199/2013 specifies that "an internship is an active training measure aimed at connecting a host organization and a trainee in order to enrich knowledge and acquire professional skills, vocational integration "and that" traineeships consist of an orientation and training experience in a professional situation which doesn't constitute an employment relationship ".</p>
<b>Legal or conventional notion</b>	<p>Internship is called <i>tirocini, praticantato</i></p> <ul style="list-style-type: none"> <li>● “Tirocini formativi e di orientamento”: this type of internship is available in two ways because they can be undertaken by students enrolled at University at an undergraduate level (tirocini curricolari), but also by recent graduates (tirocini non curricolari). These internships aim to develop the theory acquired during the student’s studies through a first-hand professional experience. Graduate students are still eligible for an internship within the first twelve months after their graduation. This measure has been adopted quite recently, in response to the emergency created by the economic crisis, and it has been developed by the Ministry of Education, University and Research MIUR Italian: “Article 11 of the law of the 14th September 2011 (L. 148/2011), which was adopted to facilitate the urgent measures for economic stabilization and the developments made by the Italian government, has modified the conditions relating to persons eligible for undertaking training and orientation internships as well as the duration of these types of internships. Training and orientation internships have been extended to graduate students who have graduated within less than 12 months.”</li> <li>● “Tirocini di reinserimento/inserimento al lavoro”: these internships are re-integration and integration internships for the unemployed and people with disabilities. These internships can be integrated on the condition of registration at a job centre. Therefore, these courses do not apply to students.</li> </ul>
<b>Typology</b>	<ul style="list-style-type: none"> <li>● compulsory training courses in higher education: tirocini curricolari;</li> <li>● internships outside of a higher education course, on the student's own initiative: tirocini non curricolari;</li> <li>● training and orientation courses for students, young graduates and job-seekers. These internships are designed to enable in-company training: tirocini formativi e di orientamento;</li> <li>● mandatory placements to gain access to a profession (law, medicine ...): praticantato.</li> </ul> <p>It should be mentioned that the training and orientation courses are not training courses, but can be offered by higher education institutions (the "promoter") and carried out by students . This form of training may also be offered by the national employment agency and the regions.</p>



ITALY - SURVEY	
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>● Resolution No. 199 of 18 July 2013 on the regulation of training periods, in accordance with article 1-34 of the Act of 28 June 2012 (does not apply to university placements)</li> <li>● Attuazione dell'Accordo adottato dalla Conferenza permanente per i rapporti fra lo Stato, le Regioni e le Province autonome di Trento e Bolzano del 24 gennaio 2013 sui tirocini, in applicazione dell'art. 1, co. 34, legge 28 giugno 2012, n. 92</li> <li>● Ministerial Decree 142/98 of 25 March 1998 laying down rules for the application of the principles and criteria referred to in Article 18 of the Law 24 June 1997, No. 196, on training and orientation courses.</li> <li>● Law of 28 June 2012 on the reform of the labor market from a growth perspective (Articles 1-34 and 1-35), law of the 24/06/1997</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	Registered or not registered in a HEI (graduate students who have graduated within less than 12 months for Training and orientation internships)
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Lack of general legislation.</p> <p>Internships conducted as part of an academic education are governed by a bipartite agreement between the host organization and the student. This agreement must be validated by the higher education institution.</p>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<p>Not regulated by law.</p> <p>Internships conducted as part of an academic education contains:</p> <ul style="list-style-type: none"> <li>• information on the parties;</li> <li>• information on the tutor and the professional tutor;</li> <li>• type of placement;</li> <li>• the field of activity of the host organization;</li> <li>• the professional field in which the internship will take place;</li> <li>• the place of internship;</li> <li>• identification of the insurance covering the trainee</li> <li>• the length of the internship</li> <li>• the amount of the trainee's compensation.</li> </ul>





ITALY - SURVEY	
	In the context of training and orientation courses, the agreement is tripartite between the "promoter", the host organization and the beneficiary.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	Student – university (or other HEI) – hosting institution
<b>General social and healthcare protection</b>	<p>Lack of special regulation on internships – only general rules applies.</p> <p>The Italian social security system is funded by contributions paid by employed workers, employers, independent workers and self-employed workers, as well as through general taxation. All employers must enroll their employees in the National Insurance System in case of work accidents. The National Health Service (SSN) is funded by all residents of Italy through taxes.</p> <p>The employer must comply with all necessary formalities for employed workers: the obligation to pay contributions derives directly from conclusion of an employment contract.</p> <p>If the traineeship or internship is not considered as an employment or is not statutory under the insurance scheme – other titles of insurance has to be applied on general rules. In that case, trainee or intern insurance is covered by general public healthcare on general rules. The only benefit then is to obtain access to medical treatment, without others benefits consequents from INAIL system.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	<p>Lack of general legal obligation.</p> <p>For training and orientation courses, the promoter is obliged to provide civil liability insurance to the trainee, pursuant to resolution 199/2013 (article 8)</p> <p>Responsibility on an entity that is organizing the internship to provide the intern civil liability insurances.</p>



## ITALY - SURVEY

**Legal or conventional  
accident protection  
(if insurance of occupational  
diseases and accidents at  
work obligatory/ which part  
is responsible)**

Some internships and traineeships are protected and insured on a contractual way between trainee or intern and a promoter. For those, the work insurance within the scope of INAIL system is provided.

The promoter insures the trainee against any accidents at work with the Italian National Institute for Insurance against Industrial Accidents - INAIL, and against any third-party liability with insurance companies operating in the insurances sector. In the event of accident during the placement, the hosting organization undertakes to report the event - within the time established by current legislation - both to the insurance institutions (specifying the number of the policy signed by the promoter) and to the promoter.

For training and orientation courses, the promoter is obliged to provide insurance against accidents at work and civil liability to the trainee, pursuant to resolution 199/2013 (article 8). This obligation does not extend to sickness insurance, which remains the responsibility of the trainee.

The National Institute for Insurance against Accidents at Work (INAIL) manages the insurance system, funded through contributions paid by employers, which protects workers in case of:

- accidents;
- death in the workplace;
- occupational disease.

The INAIL provides:

- temporary benefits;
- annuities in the event of permanent disability;
- compensation in the event of death.

For other types of internships – lack of labor and work insurance (incl. occupational diseases and work accidents) – only general healthcare provided (if insured on proper title)



ITALY - SURVEY	
<b>Legal or conventional remuneration</b>	<p>Lack of general rules.</p> <p>The training and orientation courses are compensated for 400 € per month, as indicated in art. 13 of resolution 199/2013.</p> <p>University training courses and other types of internships are not obligatory remunerated.</p>
<b>Legal or conventional duration</b>	<p>The duration of the internship cannot exceed:</p> <ul style="list-style-type: none"> <li>• 4 months for secondary students,</li> <li>• 6 months for students in vocational institutes,</li> <li>• 12 months for university students,</li> <li>• 6 months, at the latest one year after graduation, for young graduates.</li> </ul>
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	<p>Training and orientation courses are not eligible for ECTS credits. Concerning the university training courses, the allocation of ECTS credits is not obligatory and depends on each training./The attribution of credits (credito formativo universitario, CFU) is provided for compulsory internships that are integrated into the course curriculum (tirocini curricolari). These credits are transferrable as ECTS credits (1 CFU is equal to 1 ECTS), the universities remain free to determine the amount of credits to be awarded for each internship.</p>
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus)
<b>Other legal dispositions after mobility</b>	n/a



## 16. LATVIA

There is no formal definition of traineeship in Latvia. The concept of placements is still very widespread and the practice of it is not rooted in academic customs. In 2000, the University of Latvia founded the Centre for European and Transition Studies, which provides opportunities for undertaking internships and gives assistance to students on the steps to be taken before, during and after the traineeship. Traineeships that are a part of vocational education are defined as the “practical part of the vocational education programme”. Internships or traineeships are required by law to be part of the vocational/professional education programs in the primary, secondary and higher education levels. Possibility of training in academic studies depends on the specific study program. Internship/traineeship is called *Stāžuotēs*

The place for the traineeship is provided by the institution of education either by itself or with a partner – a public or private company, organization or institution. Alternatively a student can negotiate a place of their preference by themselves if the place of their choice can provide the training described in the study programme. In all cases the organization of the training is regulated by the law and the internal rules of each educational institution. If the student is having the training outside the educational institution, a three-sided contract must be signed. Remuneration can be part of the agreement but is not mandatory for the company/organization. Traineeships in foreign countries are available in several institutions of higher education as part of the ERASMUS+ programme.

Training is also available as non-formal education or courses of professional development. They are provided by vocational education institutions, university continuing education departments and their local/distance learning centres, chambers of commerce, adult education centres, associations and private providers. Eligibility for training as part of private non-formal education may vary based on conditions laid out by the provider of the education. There is no national legislation that regulates traineeships outside formal education.

Open market traineeships outside professional development or education are not allowed by law in Latvia (they are considered as undeclared work). Thus, in general the internship or traineeship can be only conducted within the scope of education or studies or as a regular employment contract. So that, there are no special rules for interns or trainees in the term of insurance and social protection – there are protected and covered by insurance based on the title of being student or an employee. Thus, the labour law does not apply to students and in that meaning accidents during performance educational internship or stage are not considered as “accidents at work”. If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility or performance of internship within studies or learning –trainee or intern insurance is covered by general public healthcare on general rules. The only benefit then is to obtain access to medical treatment, without others benefits consequents from the labour law and general social care system. According to general public healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work.

For foreigners – if internship or traineeship is not considered as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens).

There is lack of regulation and legislation on remuneration, duration and specific forms of internships and placement. In general, it lays under employment relation – labor law – or study programs.



LATVIA - SURVEY	
<b>Definition</b>	<p>Lack of legal definition of internship.</p> <p>The concept of placements is still very widespread and the practice of it is not rooted in academic customs. In 2000, the University of Latvia founded the Centre for European and Transition Studies, which provides opportunities for undertaking internships and gives assistance to students on the steps to be taken before, during and after the traineeship.</p> <p>Traineeships that are a part of vocational education are defined as the “practical part of the vocational education program”.</p> <ul style="list-style-type: none"> <li>• Traineeships are required by law to be part of the vocational/professional education programs in the primary, secondary and higher education levels. Possibility of training in academic studies depends on the specific study program.</li> </ul>
<b>Legal or conventional notion</b>	<p>Internship is called <i>Stāžuotēs</i></p> <p>The concept of an internship exists, however it has not been officially defined in law.</p>
<b>Typology</b>	<p>Some internships are compulsory, what depends on the area of study.</p> <ul style="list-style-type: none"> <li>• Degree through an academic programme: Internships are not integrated elements of the course and therefore are not compulsory.</li> <li>• Master’s Degree through an academic programme: This type of programme involves a period of application of acquired theoretical knowledge. This type of internship allows the student to obtain 22.5 ECTS credits.</li> <li>• Doctorate through an academic programme: PhD’s are research programs; therefore an internship is not a compulsory requirement for achieving the final award.</li> <li>• Professional Degree from an Institution of Professional Higher Education:</li> </ul>



LATVIA - SURVEY	
	<p>For professional degrees, practical internships are compulsory elements that are integrated into the student's training. At least 39 ECTS credits may be awarded. The completion of a Professional Degree is subject to the obtaining of 240 ECTS credits. Therefore the internship is a highly valued unit of the programme.</p> <ul style="list-style-type: none"> <li>Professional Master's Degree from an Institution of Professional Higher Education: The completion of a Professional Master's Degree is subject to the obtaining of at least 40 ECTS credits, in which internships are compulsory and once validated, are awarded with 9 ECTS credits. Once again this means that the internship is a particularly important component. Professional training gives more importance to the practice of acquired theoretical knowledge through these compulsory internships.</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>Regulation No. 785 of 20 November 2012 on the organization of student internships and the insurance of trainees.</li> <li>Law on Higher Vocational Education of 14 July 1999</li> <li>Regulation No. 141 of 20 March 2001 on Higher-Level Vocational Higher Education (Ministru kabineta noteikumi Nr.141, Noteikumi par pirmā līmeņa profesionālās augstākās izglītības valsts standartu)</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Lack of general legislation.</p> <ul style="list-style-type: none"> <li>Article 48 para. 8 of the Law on Higher Education and Research of 30 April 2009 stipulates the obligation of a tripartite agreement between the student, the educational institution and the host organization. The model of this agreement is defined by the injunction of 16 November 2016. The agreement must mention the educational and practical objectives of the training period, the periods of presence within the host organization.</li> <li>In the context of student internships in vocational higher education, a tripartite agreement must be concluded between the student, the professional higher education institution and the host organization, as indicated in Article 8.1 of the Regulation No 141/2001. This agreement must specify the pedagogical objectives and the modalities to achieve them which will be set up during the course.</li> </ul>



LATVIA - SURVEY	
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Not regulated by law.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	<ul style="list-style-type: none"> <li>● Article 48 para. 8 of the Law on Higher Education and Research of 30 April 2009 stipulates the obligation of a tripartite agreement between the student, the educational institution and the host organization. The model of this agreement is defined by the injunction of 16 November 2016. The agreement must mention the educational and practical objectives of the training period, the periods of presence within the host organization.</li> <li>● In the context of student internships in vocational higher education, a tripartite agreement must be concluded between the student, the professional higher education institution and the host organization, as indicated in Article 8.1 of the Regulation No 141/2001. This agreement must specify the pedagogical objectives and the modalities to achieve them which will be set up during the course.</li> </ul>
<b>General social and healthcare protection</b>	<p>Lack of special regulation on internships – only general rules applies.</p> <p>Social insurance contributions are legally mandated payments paid into a special budget account which give the right to socially insured persons to receive social insurance services stipulated by law, including unemployment, maternity, paternity, illness and parental benefits, disability, old-age and loss of breadwinner pensions, and compensation for workplace accidents and work-related illnesses.</p> <p>Despite the fact, that generally the healthcare is funded by State, patients are obliged to pay some contributions for their treatment. These are generally small amounts – e.g. 10-15 euros</p> <p>The following have the right to receive state-funded healthcare services (i.a.):</p> <ul style="list-style-type: none"> <li>● citizens and non-citizens of Latvia and their children;</li> <li>● citizens of European Union Member States, European Economic Area countries and Switzerland (hereinafter Member States) who live in Latvia and work as employees or self-employed persons, and their family members;</li> <li>● foreigners with permanent residence permits in Latvia and their children;</li> </ul>





LATVIA - SURVEY	
	<p>There are no special rules for interns or trainees in the term of insurance and social protection – there are protected and covered by insurance based on the title of being student or an employee. Thus, the labour law does not applies to students and in that meaning accidents during performance educational internship or stage are not considered as “accidents at work”.</p> <ul style="list-style-type: none"> <li>• If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility or performance of internship within studies or learning –trainee or intern insurance is covered by general public healthcare on general rules. The only benefit then is to obtain access to medical treatment, without others benefits consequents from the labour law and general social care system.</li> <li>• According to general public healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work.</li> <li>• For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens)</li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation.
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Lack of general rules for internships – depending on the type of internship – if within study program or under employment contract.</p> <p>Due to the fact, that in general internship or traineeship can be only conducted within the scope of education or studies or as a regular employment contract, there are no special rules for interns or trainees in the term of work insurance and social protection – interns are protected and covered by insurance based on the title of being student or an employee.</p> <p>Thus, the labour law does not applies to students and in that meaning accidents during performance educational internship or stage are not considered as “accidents at work”.</p> <p>Employment relation:</p> <ul style="list-style-type: none"> <li>• A socially insured person is entitled to receive an insurance compensation if he/she due to an accident at work or an occupational disease. Socially insured persons also has the right to claim compensation for medical treatment and rehabilitation expenses in relation to a workplace accident or work-related illness.</li> </ul> <p>Academic internship:</p>





LATVIA - SURVEY	
	<ul style="list-style-type: none"> <li>• If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility or performance of internship within studies or learning –intern’s insurance is covered by general public healthcare on general rules. The only benefit then is to obtain access to medical treatment, without others benefits consequents from the labour law and general social care system.</li> <li>• According to general public healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work.</li> <li>• For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens)</li> </ul>
<b>Legal or conventional remuneration</b>	<p>Lack of regulation on internships.</p> <p>The minimum wage is € 380 as at 1 January 2017.</p>
<b>Legal or conventional duration</b>	<p>n/a</p> <p>There is no legal framework concerning the duration of the internship, it is fixed within the pedagogical framework of the training courses.</p>
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	<p>As part of the professional higher education courses, the compulsory training period entitles a minimum of 16 ECTS credits during the course.</p> <p>The Latvian system provides the attribution of national credits, but an effort to transpose internal ECTS credits has been made.</p> <p>However, one national credit is not equal to one ECTS credit.</p> <p>A Bachelor’s Degree is completed upon the obtaining of between 120 and 160 national credits, which is equivalent to 160 to 180 ECTS credits.</p>
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus)
<b>Other legal dispositions after mobility</b>	n/a



## 17. LITHUANIA

Concept of internship exists. It is confirmed by the Law on Higher Education (30 April 2009 No XI-242) in the art. 48 § 8. Internship is called *Praktika, Stažuotės*. There are also vocational training programmes that result in the acquisition of the first qualification, which are mentioned in the Law on Education. According to Article 18 of the Higher Education Decree, the traineeship is a curriculum module (subject) intended to help the student acquire the professional experience required for practical work. The internship is implemented by the institution of higher education by concluding an internship contract with a student and a host company (institution, company, organization) whose standard form has been approved by the Minister of the Republic of Lithuania (Order No. V-1011 of 16 November 2016).

In Lithuania there are two types of traineeships - educational and job traineeship. In educational traineeship there are also two categories - as a student and as a pupil- it depends on institution in which person is studying: school or university. Persons till 29 years old can participate in the traineeships. Volunteer traineeship agreement is made for no longer than 2 months in the certain company. Company which has made an agreement with trainee should inform State Social Insurance Fund Board. Apprenticeship is included in Law on employment and is regulated in Labour Code, which came into force on the 1st July, 2017. Voluntary practice is open to any young persons (16-29) to perform an unpaid traineeship in a company or organization by directly concluding a bilateral agreement.

Article 48 para. 8 of the Law on Higher Education and Research of 30 April 2009 stipulates the obligation of a tripartite agreement between the student, the educational institution and the host organization. The model of this agreement is defined by the injunction of 16 November 2016. The agreement must mention the educational and practical objectives of the training period, the periods of presence within the host organization. The Lithuanian law authorizes a voluntary internship outside the university curriculum (in Lithuanian: *Savanoriška praktika*).

According to general public healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work.

Obligatory and statutory work insurance protection applies to trainees also as to employees. In July 2014, the amendments for changes to the laws regarding employment support, social and health insurance premiums, aimed at encouraging young people between the age of 16 and 29 to find jobs in their home country, were signed. Following these changes, every young person who finds a traineeship offer has the cost of insurance against accidents in the workplace as well as social and health insurance premiums covered from the national budget. Trainees are covered by compulsory health insurance and social insurance against accidents at work and occupational diseases with state funds. According to general public healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work.

For foreigners – if internship or traineeship is not consider as an employment or a type of traineeship or internship mentioned above which are under protection of insurance, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens) – but then the protection is only on general rules of healthcare system (without labor insurance benefits).



Lithuanian laws do not provide for remuneration or gratuity for trainee students. However, a host company may itself decide to award remuneration to a trainee as well as its amount. However, internships may be paid in the form of a "scholarship".

LITHUANIA - SURVEY	
<b>Definition</b>	According to Article 18 of the Higher Education Decree, the traineeship is a curriculum module (subject) intended to help the student acquire the professional experience required for practical work. The internship is implemented by the institution of higher education by concluding an internship contract with a student and a host company (institution, company, organization) whose standard form has been approved by the Minister of the Republic of Lithuania (Order No. V-1011 of 16 November 2016)
<b>Legal or conventional notion</b>	Internship is called <i>Praktika, Stažuotės</i> Concept of internship exists. It is confirmed by the Law on Higher Education (30 April 2009 No XI-242) in the art. 48 § 8 There are also vocational training programmes that result in the acquisition of the first qualification, which are mentioned in the Law on Education
<b>Typology</b>	<ul style="list-style-type: none"> <li>• In Lithuania there are two types of traineeships - educational and job traineeship. In educational traineeship there are also two categories - as a student and as a pupil- it depends on institution in which person is studying: school or university.</li> <li>• Persons till 29 years old can participate in the traineeships. Volunteer traineeship agreement is made for no longer than 2 months in the certain company. Company which has made an agreement with trainee should inform State Social Insurance Fund Board.</li> <li>• Apprenticeship is included in Law on employment and is regulated in Labour Code, which came into force on the 1st July, 2017.</li> <li>• Voluntary practice is open to any young persons (16-29) to perform an unpaid traineeship in a company or organization by directly concluding a bilateral agreement.</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Lietuvos Respublikos darbo kodeksas (Labor Code) of 1 July 2017</li> <li>• Injunction fixing the model of contract of student internship of November 16, 2016 Nr. V-1110</li> <li>• Lietuvos Respublikos Mokslo ir Studijų Įstatymas 2009 m. balandžio 30 d. Nr. XI-242.) (Law on Science and Education)</li> <li>• Lietuvos Respublikos švietimo įstatymas (Education Act)</li> <li>• Lietuvos Respublikos darbuotojų saugos ir sveikatos įstatymas (Law on Safety and Health at Work)</li> <li>• Lietuvos Respublikos švietimo ir mokslo ministro įsakymas 2011 m. balandžio 19 d. Nr. V-637 Dėl studento praktinio mokymo sutarties.(law on internships's agreement-2011)</li> </ul>



LITHUANIA - SURVEY	
<b>Students concerned (requirements, age limitation)</b>	Maximum age – 29 y/o
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Article 48 para. 8 of the Law on Higher Education and Research of 30 April 2009 stipulates the obligation of a tripartite agreement between the student, the educational institution and the host organization. The model of this agreement is defined by the injunction of 16 November 2016. The agreement must mention the educational and practical objectives of the training period, the periods of presence within the host organization.</p> <p>Forms of contracts:</p> <ul style="list-style-type: none"> <li>• Tripartite internship agreement (student, university, company) To carry out a study period, a tripartite agreement (signed by the trainee student, the university and the host company) is mandatory.</li> <li>• Voluntary Placement Agreement The Lithuanian law authorizes a voluntary internship outside the university curriculum (in Lithuanian: Savanoriška praktika)</li> </ul>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Not regulated by law.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a
<b>General social and healthcare protection</b>	<p>Persons who pay compulsory health insurance contributions themselves or have their contributions paid for them in accordance with the Law on Health Insurance.</p> <p>All taxpayers must pay compulsory health contributions exclusively to the revenue collection accounts of Sodra (the State Social Insurance Fund Board under the Ministry of Social Security and Labour).</p> <p>Persons who are insured by the state from public funds, are i.a.: persons of working age registered with a labour exchange; persons under 18; day students;</p> <p>According to general public healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work.</p>



LITHUANIA - SURVEY	
	For foreigners – if internship or traineeship is not consider as an employment or doesn't lay under above employment law, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens).
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation.
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Protection applies to trainees also as to employees.</p> <p>In July 2014, the amendments for changes to the laws regarding employment support, social and health insurance premiums, aimed at encouraging young people between the age of 16 and 29 to find jobs in their home country, were signed. Following these changes, every young person who finds a traineeship offer has the cost of insurance against accidents in the workplace as well as social and health insurance premiums covered from the national budget.</p> <ul style="list-style-type: none"> <li>• Trainees are covered by compulsory health insurance and social insurance against accidents at work and occupational diseases with state funds.</li> <li>• According to general public healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work.</li> <li>• For foreigners – if internship or traineeship is not consider as an employment or a type of traineeship or internship mentioned above which are under protection of insurance, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens) – but then the protection is only on general rules of healthcare system (without labor insurance benefits)</li> </ul>
<b>Legal or conventional remuneration</b>	<p>Lithuanian laws do not provide for remuneration / gratuity for trainee students. However, a host company may itself decide to award remuneration to a trainee as well as its amount.</p> <p>Internships may be paid in the form of a "scholarship".</p> <p>The minimum wage for employees is € 380 as at 1 January 2017.</p>



LITHUANIA - SURVEY	
<b>Legal or conventional duration</b>	Anyone under the age of 29 can enter into a voluntary placement agreement with a company for a maximum of 2 months. The weekly working time in Lithuania is 40 hours.
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	According to the decree on higher education, an internship must bring at least 15 ECTS in the curriculum of a university bakalauras (out of 80, 210 or 240 ECTS credits in total).
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus)
<b>Other legal dispositions after mobility</b>	n/a



## 18. LUXEMBOURG

There is lack of legal definition of internship, but the concept exists. Internship is considered as an educational work, which is defined by Article 1 of the Grand-Ducal Regulation of 10 August 1982. This regulation provides two types of contracts for trainees – mandatory training and voluntary placement. Internship is called *Praktikum or Stage*.

There are two types of contracts for trainees. Mandatory training (convention de stage) are part of the school curriculum, and then it is mandatory component of the studies. This type of internship must be of an educational nature and must be carried out under the supervision of the higher education institution where the student is enrolled. Voluntary placement (contract de stage) is internship not supervised by a school institution and lays under voluntary initiative. The voluntary internship, on the initiative of the trainee is performing outside higher education. This type of internship is mostly related to an employment contract. The paid voluntary traineeship includes an employment contract and a salary. It is therefore compared to a job. However, in general an internship contracts is not statutory equivalent of an employment contract.

Internships, whether mandatory or voluntary, are the subject of an agreement signed between the parties. A convention for a mandatory internship shall be signed by the student, the trainee in the host organization and the teacher responsible for the placement of the higher education institution. For a voluntary internship, an internship contract shall be signed only between the student and the host organization.

Compulsory health insurance covers, amongst others, salaried employees, the self-employed, apprentices, mariners, young volunteers, young au pairs, as well as people receiving pensions, invalidity pension, unemployment benefits, parental leave or the guaranteed minimum wage. Students pursuing their studies in Luxembourg are subject to health insurance if they are not covered by social protection in their capacity as a family member. Schoolchildren and students are also covered by the insurance against accidents at work, related to their educational activities during traineeship or apprenticeship. If internship or traineeship is not consider as an employment or doesn't lay under the educational scheme, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens). In that case, the protection would be provided on general rules of healthcare insurance.

Students and interns are also protected by work insurance. Protection applies to interns and students according to professional or educational activities performance. Every person is covered against risks relating to workplace accidents and occupational illnesses if he or she carries out a salaried or self-employed professional activity. Schoolchildren and students are also covered. Schoolchildren and students are also covered by the insurance against accidents at work, related to their educational activities during traineeship or apprenticeship. The work insurance covers accidents sustained while at work; accidents sustained while travelling to and from work; occupational illnesses.

The remuneration for the mandatory (educational or professional) is not mandatory; it is paid at the discretion of the employer. There is no legally stated minimum or maximum of wage. In order to qualify for a minimum social wage, the employee must have signed an employment contract. Taking into account that an internship contract or an internship agreement is not equivalent to a contract of employment, the trainees are not statutory entitled to the minimum social wage (mandatory in Luxembourg as an employee). The remuneration of mandatory internship is therefore not compulsory and lays under discretion of





the employer. Voluntary placements, which can be considered as a job, are subject to remuneration that cannot be lower than the statutory minimum wage and subject to withholding tax. The minimum wage is € 1998.59 as at 1 January 2017.

The rules in force in Luxembourg do not provide a maximum duration for a training period. However, an internship contract of a long duration not justified by the educational aspect could be recognized as a contract of employment. The daily duration cannot exceed 8 hours, for a total of 40 hours per week.

LUXEMBOURG - SURVEY	
<b>Definition</b>	<p>There is lack of legal definition of internship. However, internship is considered as an educational work, which is defined by Article 1 of the Grand-Ducal Regulation of 10 August 1982. This regulation provides two types of contracts for trainees – mandatory training and voluntary placement.</p>
<b>Legal or conventional notion</b>	<p>Internship is called <i>Praktikum or Stage</i></p> <p>Concept of internship exists. It is confirmed within the scope of educational work, defined by Article 1 of the Grand-Ducal Regulation of 10 August 1982. A training course must:</p> <ul style="list-style-type: none"> <li>• be an integral part of the training, in accordance with the programs of the educational institution, whether in Luxembourg or abroad;</li> <li>• be organized by an educational institution, whether in Luxembourg or abroad;</li> <li>• be controlled by the same educational institution;</li> <li>• be informative or informative;</li> <li>• and not affect the student or student in tasks requiring a performance comparable to that of a normal job.</li> </ul>
<b>Typology</b>	<p>There are two types of contracts for trainees.</p> <p>Mandatory training (convention de stage)</p> <ul style="list-style-type: none"> <li>• as part of the school curriculum - mandatory component of the studies (convention de stage) <ul style="list-style-type: none"> <li>○ The compulsory training course, which is compulsory and is part of higher education. This type of internship must be of an educational nature and must be carried out under the supervision of the higher education institution where the student is enrolled.</li> </ul> </li> </ul> <p>Voluntary placement (contract de stage)</p> <ul style="list-style-type: none"> <li>• internship not supervised for a school institution - voluntary initiative (contract de stage)</li> </ul>





LUXEMBOURG - SURVEY	
	<ul style="list-style-type: none"> <li>○ The voluntary internship, on the initiative of the trainee and outside any training of higher education. This type of internship is related to an employment contract.</li> <li>• <b>The paid traineeship</b> includes an employment contract and a salary. It is therefore compared to a job.</li> </ul> <p>However, in general an internship contract is not equivalent of an employment contract.</p>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>● Grand-Ducal Regulation of 10 August 1982 laying down the terms and conditions for training courses and probationary periods</li> <li>● Law of 22 July 1982 concerning the employment of pupils and students during school holidays, codified in the Labor Code, Articles 151-1 to 151-9.</li> <li>● Grand-Ducal Regulation of 17 December 2010 on accident insurance in the context of early, preschool, school and university education</li> <li>● Social Security Code, Book I, Chapter 1, Article 1 - Memorial A n°149 created by the University of Luxembourg; Grand-Duchy Regulation of 17/12/2012</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Internships, whether mandatory or voluntary, are the subject of an agreement signed between the parties.</p> <ul style="list-style-type: none"> <li>● A convention for a mandatory internship shall be signed by the student, the trainee in the host organization and the teacher responsible for the placement of the higher education institution.</li> <li>● For a voluntary internship, an internship contract shall be signed only between the student and the host organization.</li> </ul>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Not regulated by law.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a



LUXEMBOURG - SURVEY	
<b>General social and healthcare protection</b>	<p>Compulsory health insurance covers, amongst others, salaried employees, the self-employed, apprentices, mariners, young volunteers, young au pairs, as well as people receiving pensions, invalidity pension, unemployment benefits, parental leave or the guaranteed minimum wage.</p> <ul style="list-style-type: none"> <li>• Students pursuing their studies in Luxembourg are subject to health insurance if they are not covered by social protection in their capacity as a family member.</li> <li>• Schoolchildren and students are also covered by the insurance against accidents at work, related to their educational activities during traineeship or apprenticeship.</li> </ul> <p>For foreigners – if internship or traineeship is not consider as an employment or doesn't lay under the educational scheme, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens). In that case, the protection would be provided on general rules of healthcare insurance.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation.
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Protection applies to interns and students according to professional or educational activities performance</p> <p>Every person is covered against risks relating to workplace accidents and occupational illnesses if he or she carries out a salaried or self-employed professional activity.</p> <ul style="list-style-type: none"> <li>• Schoolchildren and students are also covered.</li> <li>• Schoolchildren and students are also covered by the insurance against accidents at work, related to their educational activities during traineeship or apprenticeship.</li> </ul> <p>The work insurance covers accidents sustained while at work; accidents sustained while travelling to and from work; occupational illnesses</p> <ul style="list-style-type: none"> <li>• For foreigners – if an internship or traineeship is not consider as an employment or a type of traineeship or internship mentioned above (as mandatory part in higher education) which are under protection of insurance, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens) – but then the protection is only on general rules of healthcare system (without labor insurance benefits)</li> </ul>



LUXEMBOURG - SURVEY	
<b>Legal or conventional remuneration</b>	<p>The remuneration for the mandatory (educational or professional) is not mandatory, it is paid at the discretion of the employer. There is no legally stated minimum or maximum of wage. In order to qualify for a minimum social wage, the employee must have signed an employment contract. Taking into account that an internship contract or an internship agreement is not equivalent to a contract of employment, the trainees are not statutory entitled to the minimum social wage (mandatory in Luxembourg as an employee).</p> <p>The remuneration of mandatory internship is therefore not compulsory and lays under discretion of the employer.</p> <p>Voluntary placements, which can be considered as a job, are subject to remuneration that can't be lower than the statutory minimum wage and subject to withholding tax.</p> <p>The minimum wage is € 1998.59 as at 1 January 2017.</p>
<b>Legal or conventional duration</b>	<p>The rules in force in Luxembourg do not provide for a maximum duration for a training period. However, an internship contract of a long duration not justified by the educational aspect could be recognized as a contract of employment.</p> <p>The daily duration can't exceed 8 hours, for a total of 40 hours per week.</p>
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	There are no regulations on the allocation of ECTS credits following the completion of an internship and this depends on each higher education training program.
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).
<b>Other legal dispositions after mobility</b>	n/a



## 19. MALTA

There is lack of legal definition of internship. However, there are statutory definitions of trainee and apprentice in the Employment and Training Services Act of 1990. "Apprentice" means a person over the age of fifteen years who is bound by a written agreement to serve an employer for a determined period with a view to acquiring knowledge, including theory and practice, of a calling in which the employer is reciprocally bound to instruct that person and "apprenticeship" shall be construed accordingly. "Trainee" means a person other than an apprentice, who is not of compulsory school age and who is receiving training under an agreement in writing in a calling or part of a calling otherwise than at a recognized educational establishment, provided that a trainee may be required to attend a recognized educational establishment as part of such training and "traineeship" shall be construed accordingly.

There is a distinction between apprenticeship and traineeship as defined in the Employment and Training Services Act of 1990. Traineeships are a dual system of occupational skill development, targeted at new labour market entrants, unemployed clients or employees involved in restructuring exercises. As per Employment and Training Services Act, Chapter 343, during traineeships, a trainee has to attend on-the-job training and may be required to attend a recognized educational establishment as part of the training. Given that the Employment and Training Corporation (ETC) is licensed as a Further Education Institution, courses are run by the Corporation. As prescribed in the Act, it is within the remit of the Corporation to determine the training content, duration of traineeship, and the scheduling of the off-the-job training component. When a person is enrolled in the Traineeship Scheme, Jobsplus issues an agreement which is signed by the employer, the trainee and a representative of the Corporation. This agreement outlines the obligations of all parties (including the duration of the traineeship and the facilities and amenities that need to be provided by the employer to safeguard the health and safety of the trainee). Traineeships are administered by the Employment and Training Corporation, which is Malta's Public Employment Service. As highlighted above, the Employment and Training Services Act Chapter 343 serves as the legal framework for the administration of such scheme. Following confirmation of selection by employers, the Corporation enters into a written agreement with both the employer and trainee. Since a trainee taking part in a traineeship is not considered an employee, s/he is not entitled to any social security coverage. Moreover throughout the traineeship, a trainee receives a training allowance, which is based on the National Minimum Wage, paid by Jobsplus. The trainee is paid for each hour attended.

Apprenticeship in Malta is distinct from other forms of work-based learning. An apprentice is contractually linked to the employer and receives remuneration (wage or allowance), and the employer assumes the responsibility for the on-the-job training of the programme leading to a qualification. The Employment Training Act defines an apprentice as "a person over the age of fifteen years who is bound by a written agreement to serve an employer for a determined period with a view to acquiring knowledge, including theory and practice, of a calling in which the employer is reciprocally bound to instruct that person". The apprentice receives wage from the employer and an allowance from the State.

The standard contract of placement is signed between the student and the host organization. It refers to the probationary period, the daily and weekly working hours, the remuneration and the obligations of both parties. An employer on engaging an apprentice or trainee shall enter into a written agreement with him. If such apprentice or trainee is a minor, he shall not so bind himself except with the consent of his parent, or if there is no parent, with the consent of the Director. A minor who binds himself as an apprentice or trainee shall be bound by the agreement throughout its currency notwithstanding that he may have in the meantime attained the age of eighteen years.



If the contract of internship or traineeship is bounded within scope of labour law or the Employment Training Act, the trainees and apprentices have to be provided with health insurance on general rules as for employers. If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility – and there is lack of labour or employment contract necessity, trainee or intern insurance is covered by general public healthcare on general rules.

There is lack of statutory remuneration or duration of internships and traineeships.

MALTA - SURVEY	
<b>Definition</b>	<p>There is lack of legal definition of internship.</p> <p>However, there are statutory definitions of trainee and apprentice in the Employment and Training Services Act of 1990:</p> <ul style="list-style-type: none"> <li>• "apprentice" means a person over the age of fifteen years who is bound by a written agreement to serve an employer for a determined period with a view to acquiring knowledge, including theory and practice, of a calling in which the employer is reciprocally bound to instruct that person and "apprenticeship" shall be construed accordingly;</li> <li>• "trainee" means a person other than an apprentice, who is not of compulsory school age and who is receiving training under an agreement in writing in a calling or part of a calling otherwise than at a recognized educational establishment, provided that a trainee may be required to attend a recognized educational establishment as part of such training and "traineeship" shall be construed accordingly</li> </ul>
<b>Legal or conventional notion</b>	<p>There is lack of legal notion. However, concept of internship exists.</p> <p>There is a distinction between apprenticeship and traineeship as defined in the Employment and Training Services Act of 1990.</p> <ul style="list-style-type: none"> <li>• Apprenticeship in Malta is distinguished from other forms of work-based learning. An apprentice is contractually linked to the employer and receives remuneration (wage or allowance), and the employer assumes the responsibility for the on-the-job training of the programme leading to a qualification.</li> <li>• Traineeships are a dual system of occupational skill development, targeted at new labour market entrants, unemployed clients or employees involved in restructuring exercises. As per Employment and Training Services Act, Chapter 343, during traineeships, a trainee has to attend on-the-job training and may be required to attend a recognized educational establishment as part of the training. Given that the Employment and Training Corporation (ETC) is licensed as a Further Education Institution, courses are run by the Corporation.</li> </ul>



MALTA - SURVEY	
<b>Typology</b>	<p>The University of Malta describes the different types of internships that exist:</p> <ul style="list-style-type: none"> <li>• Job shadowing, for a minimum of 2 weeks, unpaid, the student does not perform any task;</li> <li>• an internship, lasting a few weeks, with no obligation to pay, but which can be awarded below the minimum wage, the student carries out simple tasks;</li> <li>• The Malta Chamber student internship scheme, for a period of 250 to 350 hours, paid in a fixed amount (stipends), the aim of these internships is the discovery of the professional world in the study curriculum;</li> <li>• Paid internship, considered as a job in which the emphasis is placed on the support of the student, paid at or above the minimum wage, is carried out within the framework of a project for the improvement of the student's skills;</li> <li>• Industrial placement as part of course, which is unpaid and of varying duration, the objective is acquisition by the student of practical skills, in the form of an apprenticeship.</li> </ul> <p>The University of Malta distinguishes between employment and non-employment placements. Non-employment placements have few obligations for the student and are flexible, the main objective being to allow the student to discover the professional world. Job-related placements are real professional experiences, the aim of which is the development of the student's skills.</p>
<b>Applicable texts and regulations</b>	Employment and Training Services Act, Chapter 343 of 1990, with amendments.
<b>Students concerned (requirements, age limitation)</b>	<ul style="list-style-type: none"> <li>• "apprentice" means a person over the age of fifteen years who is bound by a written agreement to serve an employer for a determined period with a view to acquiring knowledge, including theory and practice, of a calling in which the employer is reciprocally bound to instruct that person and "apprenticeship" shall be construed accordingly;</li> <li>• "trainee" means a person other than an apprentice, who is not of compulsory school age and who is receiving training under an agreement in writing in a calling or part of a calling otherwise than at a recognized educational establishment, provided that a trainee may be required to attend a recognized educational establishment as part of such training and "traineeship" shall be construed accordingly</li> </ul>
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	The standard contract is signed between the student and the host organization. It refers to the probationary period, the daily and weekly working hours, the remuneration and the obligations of both parties.



MALTA - SURVEY	
	An employer on engaging an apprentice or trainee shall enter into a written agreement with him. If such apprentice or trainee is a minor he shall not so bind himself except with the consent of his parent, or if there is no parent, with the consent of the Director. A minor who binds himself as an apprentice or trainee shall be bound by the agreement throughout its currency notwithstanding that he may have in the meantime attained the age of eighteen years.
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Not regulated by law.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a
<b>General social and healthcare protection</b>	<p>Government provides free comprehensive health services to all residents, funded by public taxes. All residents have access to preventive, investigative, curative and rehabilitative services in Government Health Centers and Hospitals. Persons on a low income are 'means tested' by the Department of Social Security. If they qualify for assistance, they receive a card which entitles them to free medication. The Ministry for Health is responsible for the financing and provision of State-funded healthcare services.</p> <p>Patients are given access to specialists through a referral from a general practitioner. In Malta, there are also private hospitals, clinics and other facilities. Care in private facilities is funded by private insurance or paid for by the patients themselves. Practitioners and specialists in Malta are allowed to exercise their profession in both public and private healthcare services simultaneously. All private care facilities, apart from family practitioner clinics and the specialized consultancy offices, must have a license from the Public Health Authorities. Public health care institutions provide a broad range of health care services, including care for acute conditions, chronic illnesses, ante-natal care, post-natal care, mental health care, rehabilitation and care for the elderly</p> <ul style="list-style-type: none"> <li>● If the contract of internship or traineeship is bounded within scope of labour law or the Employment and Training Services Act, the trainees and apprentices have to be provided with health insurance on general rules as for employers.</li> <li>● If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility – and there's lack of labour or employment contract necessity, trainee or intern insurance is covered by general public healthcare on general rules.</li> </ul>
<b>Civil liability insurance</b>	Lack of general legal obligation.





MALTA - SURVEY	
<b>(if obligatory/ which part is responsible)</b>	
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>If the contract of internship or traineeship is bounded within scope of labour law or the Employment Training Act, the trainees and apprentices have to be provided with health insurance on general rules as for employers.</p> <ul style="list-style-type: none"> <li>Benefits payable to persons who suffer an injury on the place of work or who develop a medical condition which is related to the workplace. If a person has paid at least one contribution and sustains an injury or sickness/medical condition related to work, he/she is entitled to claim benefits for up to one year, starting from the fourth day after the date of injury. The first three days are paid by the employer. The applicant is entitled to the benefits from the fourth day of the date of the injury. The first three days are paid by the employer. The employer will pay the employee the basic salary and the applicant then reimburses the employer with the amount of the benefit he/she has received from the Department of Social Security. If the benefit is less than the employee's salary, the employer will pay the employee the difference. The benefits for the self-employed will be paid directly to them.</li> </ul> <p>If the traineeship or internship is not regulated by labour law – as e.g. Erasmus mobility – and there's lack of labour or employment contract necessity, trainee or intern insurance is covered by general public healthcare on general rules.</p>
<b>Legal or conventional remuneration</b>	<p>Lack of statutory remuneration of internships.</p> <p>The stipends of the Chamber of Malta are € 87.64 per month for the General Courses and € 153.37 per month for the Prescribed Courses.</p> <p>The minimum wage in effect for employees on 1 January 2017 is € 735.63.</p>
<b>Legal or conventional duration</b>	<p>The duration of the courses varies, depending on their type. Two to six weeks for non-employment placements, and two to six months for job placements.</p>
<b>Evaluation of the parties</b>	n/a





MALTA - SURVEY	
<b>Legal assignments of ECTS</b>	Depends on type of internship or apprenticeship.  The ECTS credits are awarded when they are validated. ECTS credits are awarded if the internship is a compulsory element integrated into the course. Some ECTS credits may be awarded to students who have undertaken a non-compulsory internship.
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).
<b>Other legal dispositions after mobility</b>	n/a

## 20. NETHERLANDS

There is lack of legal definition of internship. However, the concept of internships and placements is widely developed. There are several types of internships, depending on type, level and area of studies. Some of them are compulsory.

There are several denominations, depending on the level and type of placement - "Snuffelstage" "Meeloopstage / Participatiestage", "Afstudeerstage", "Werkervaringsstage", "Maatschappelijke stage", "beroepspraktijkvorming", etc.



"Snuffelstage" - during MBO/HBO 1st year - 2-9 weeks, discovery of job market/orientation; "Meeloopstage / Participatiestage" - introductory course in a sector or profession - which lasts a few weeks and is aimed at enabling the student to discover a professional field, usually takes place during the first cycle, sometimes mandatory. "Afstudeerstage" is professional integration's internship which takes place in the final year of the course and may lead to the writing of a thesis, lasting from 3 to 6 months. "Werkervaringsstage" is a professional placement, period of internship where the student carries out professional tasks within a host organization. "Maatschappelijke stage" is considered as a social internship - unpaid volunteering. For MBO (secondary vocational education) there are several placements and also some mandatory internships- "beroepspraktijkvorming".

The notion depends on the host institution and the collective internship agreement (but note, they are not always used) which mentions the rules applicable to interns. This is why it is essential to draw up an agreement between the student and the host institution outlining the precise terms of the internship.

Since in the Netherlands trainees are regarded as normal employees, working conditions including working time rules are generally respected. There is also a general health/accident insurance coverage to all trainees. Further than that, only recommendations exist regarding the conclusion of a traineeship agreement, learning content and transparency requirements. However there is no particular rule or recommendation for the duration and the recognition of traineeships, neither for transparency of hiring practices. Since traineeships are salaried positions within the work force of an organization, all standard regulations that apply to employment also apply to traineeships. According to general mandatory healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work. All trainees and interns are protected and cover by work insurance on the same rights as employers.

In the Netherlands, there are no separate schemes for industrial accidents and occupational diseases. Thus, any worker is insured by the mandatory insurance which covers general healthcare. The rules for sick pay in the event of illness and work incapacity benefits apply to all cases of illness or incapacity for work. If a worker becomes ill and is in paid employment, an employer must continue to pay at least 70 % of salary. If worker is a temporary employee or if he/she is receiving unemployment benefit, is covered by the Sickness Benefits Act and will receive a benefit from the Employee Insurance Agency. If a worker is self-employed, can take out insurance in case of becoming ill. As it was mentioned, all interns and students are covered and protected.

For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens)

There is lack of regulation on mandatory gratification for all type of placements. Usually, gratification depends on the level of education. The remuneration might be paid not the intern but to the school (for general purpose). In case of a temporary work contract or any other employment relation (major case), minimum wage applies. The minimum wage is € 1551.60 as at 1 January 2017.

The duration of the courses varies, depending on their type. There are no statutory limitations. As mentioned in the typology section, internships can range from a few weeks to six months or more.



NETHERLANDS - SURVEY	
<b>Definition</b>	There is lack of legal definition of internship. There are several types of internships, depending on type, level and area of studies. Some of them are compulsory.
<b>Legal or conventional notion</b>	<p>There is lack of legal notion. However, concept of internship exists.</p> <p>There are several denominations, depending on the level and type of placement - "Snuffelstage" "Meeloopstage / Participatiestage ", "Afstudeerstage", "Werkervaringsstage" , "Maatschappelijke stage", "beroepspraktijkvorming", etc.</p> <p>The notion depends on the host institution and the collective internship agreement (but note, they are not always used) which mentions the rules applicable to interns. This is why it is essential to draw up an agreement between the student and the host institution outlining the precise terms of the internship.</p>
<b>Typology</b>	<p>There are several types of internships, depending on type, level and area of studies. Some of them are compulsory.</p> <ul style="list-style-type: none"> <li>● "Snuffelstage" - during MBO/HBO 1st year - 2-9 weeks, discovery of job market/orientation</li> <li>● "Meeloopstage / Participatiestage " - introductory course in a sector or profession - which lasts a few weeks and is aimed at enabling the student to discover a professional field, usually takes place during the first cycle, sometimes mandatory.</li> <li>● "Afstudeerstage"- professional integration's internship which takes place in the final year of the course and may lead to the writing of a thesis, lasting from 3 to 6 months</li> <li>● "Werkervaringsstage" - Professional placement, period of internship where the student carries out professional tasks within a host organization;</li> <li>● "Maatschappelijke stage" - social internship - unpaid volunteering</li> </ul> <p>For MBO (secondary vocational education) : internship = "beroepspraktijkvorming" (mandatory)</p> <ul style="list-style-type: none"> <li>● Beroeps Begeleidende Leerweg : students spends at least 70% of the time in the company (the rest at school)</li> <li>● Beroeps Opleidende leerweg": students spend more time at school and approximately 20% of the time in the company</li> </ul>



NETHERLANDS - SURVEY	
	"Traineeship": after the end of the studies, for HBO/WO, up to 2 years, considered as a kind of employment
<b>Applicable texts and regulations</b>	n/a
<b>Students concerned (requirements, age limitation)</b>	<ul style="list-style-type: none"> <li>• for internships: students registered in secondary or higher education</li> <li>• for traineeship: young graduates not registered in any form of education</li> </ul>
<b>Specific dispositions for disabled persons</b>	<ul style="list-style-type: none"> <li>• The intern (like any employee) has right to ask for funding for transportation or to adapt the workplace to UWV (Employee Insurance Agency);</li> <li>• The employer has to make its company accessible for everyone (rule NEN 1814)</li> </ul>
<b>Legal or conventional contract necessity</b>	<p>n/a – only frameworks of conduction</p> <ul style="list-style-type: none"> <li>• Temporary work contract: minimum wage applied (Wet Minimumloon en Minimumvakantiebijslag - WML);</li> <li>• Fictieve dienstbetrekking: leer-, stage-, of praktijkovereenkomst: internship agreement - minimum wage does not apply (most frequent situation)</li> <li>• Internship agreement with no compensation</li> </ul> <p>Employer must always respect the rules on working conditions, working times and equal treatment.</p>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Not regulated by law.
<b>Types of hosting entities</b>	<p>Any – all types</p> <p>For entities offering internships for secondary vocational education, there is legal requirement of accreditation work placement company (by Vocational Education, Training and the Labour Market SBB)</p>



NETHERLANDS - SURVEY	
<b>Legal identification of all parties concerned</b>	n/a
<b>General social and healthcare protection</b>	<p>Lack of specific regulations since trainees are regarded as normal employees. All trainees and interns are insured.</p> <p>Public healthcare and insurance is mandatory. The basic insurance covers a minimum number of reimbursable expenses, determined annually by the Ministry of Health, Welfare and Sport.</p> <p>Medical insurance is obligatory when a person lives and/or works in the Netherlands. General basic insurance for each family member aged 18 and above is offered by private medical insurance companies. The level of the monthly payment is determined annually in November for the following year and differs from one insurer to another. Those on a low income have the right to a care allowance. A mandatory excess (EUR 385, may be increased annually) also applies to each insured party. This is a total amount that has to be paid first (e.g. for medication or a visit to a specialist in hospital). There is no charge for visiting a General Practitioner.</p> <p>Since in the Netherlands trainees are regarded as normal employees, working conditions including working time rules are generally respected. There is also a general health/accident insurance coverage to all trainees. Further than that, only recommendations exist regarding the conclusion of a traineeship agreement, learning content and transparency requirements. However, there is no particular rule or recommendation for the duration and the recognition of traineeships, neither for transparency of hiring practices.</p> <p>Since traineeships are salaried positions within the work force of an organisation, all standard regulations that apply to employment also apply to traineeships.</p> <p>Lack of specific regulations since trainees are regarded as normal employees.</p> <p>According to general mandatory healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work.</p> <p>For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens)</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation.



NETHERLANDS - SURVEY	
<p><b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b></p>	<p>All trainees and interns are protected and cover by work insurance on the same rights as employers.</p> <ul style="list-style-type: none"> <li>In the Netherlands, there are no separate schemes for industrial accidents and occupational diseases. Thus, any worker is insured by the mandatory insurance, which covers general healthcare. The rules for sick pay in the event of illness and work incapacity benefits apply to all cases of illness or incapacity for work. If a worker becomes ill and is in paid employment, an employer must continue to pay at least 70 % of salary. If worker is a temporary employee or is receiving unemployment benefit, is covered by the Sickness Benefits Act and will receive a benefit from the Employee Insurance Agency. If a worker is self-employed, can take out insurance in case of becoming ill.</li> <li>Since in the Netherlands trainees are regarded as normal employees, working conditions including working time rules are generally respected. There is also a general health/accident insurance coverage to all trainees. Further than that, only recommendations exist regarding the conclusion of a traineeship agreement, learning content and transparency requirements. However, there is no particular rule or recommendation for the duration and the recognition of traineeships, neither for transparency of hiring practices. Since traineeships are salaried positions within the work force of an organization, all standard regulations that apply to employment also apply to traineeships. According to general mandatory healthcare insurance, necessity of treatment and medical service comes under the health insurance scheme, also as a result of accident at work.</li> </ul> <p>For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens)</p>
<p><b>Legal or conventional remuneration</b></p>	<p>No mandatory gratification for all type of placements. \</p> <p>Usually, gratification depends on the level of education. The remuneration might be paid not the intern but to the school (for general purpose).</p> <p>In case of a temporary work contract or any other employment relation (major case), minimum wage applies.</p> <p>The minimum wage is € 1551.60 as at 1 January 2017</p>
<p><b>Legal or conventional duration</b></p>	<p>The duration of the courses varies, depending on their type. There are no statutory limitations.</p> <p>As mentioned in the typology section, internships can range from a few weeks to six months or more.</p>



<b>NETHERLANDS - SURVEY</b>	
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	n/a
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).
<b>Other legal dispositions after mobility</b>	n/a



## 21. POLAND

There is lack of legal definition of internship. There are several types of internships and placements, depending on type, level and area of studies. Some of them are compulsory. There are vary denotations of internships. Concept of internship exists and is compulsory for particular studies or fields of education. It can exist as “on the job training, ”graduate internships”, ”apprenticeship” “compulsory work placements for practical-profiled studies”. There are several types of internships, depending on type, level and area of studies or education. Some of them are compulsory. Traineeships are organized for both upper secondary school and higher education students, but each are governed by different regulations. Current legislation on open market traineeships foresees a written agreement that should include the tasks of the trainee, the duration, weekly working time, financial benefits (if any).

The apprenticeship is voluntary or compulsory (to obtain a professional title), generally for graduated students with diploma to obtain professional qualification (as for example medical stage, legal apprentice). After passing apprenticeship an apprentice obtains the right to work as a professional (medical doctor, advocate etc.). The apprentice is covered by compulsory social insurance and receives a salary. Hiring a minor as an apprentice is reimbursed to employers from public funds.

Graduate internships are intended to help graduates gain experience and practical skills necessary for work. The internships is completed under an agreement between the apprentice and the entity that takes the apprentice. The entity that takes a graduate internships may be a natural person, legal person or an organizational unit without legal personality. The term of the agreement cannot be longer than 3 months. The graduate internships may be offered to a person that completed at least lower secondary education who on the date of internships commencement was under 30 years of age. The internship may be paid or unpaid. The graduate internship is called also as a non-compulsory work placements. Graduate internship is not covered by the labour law code and by social insurance.

On the job training taking the form of practical classes or traineeships for upper secondary vocational school students is regulated under the regulation of the Minister of National Education. Its time, place and possible salary depend on the type of school and class. The training takes place on the basis of an agreement between the school and the workplace, which takes in the student. Training can take place at school workshops, practical training centers, and with employers.

Compulsory work placements that are based on a contract for compulsory student placement. The employer contracts directly with the higher education institution. The employer defines the curriculum, and undertakes to provide instructional and organizational supervision, as well as a specific position/workstation and tools for the work.

Compulsory work placements during studies – for practical-profiled studies. Study programs with practical profiles must include work placements for students, which last three months at minimum.





For many bachelor's and master's degree programs, the study programs include compulsory work placements of a shorter duration. It is regulated separately within the study program. For compulsory practices, internships and other types of training the essential core has to be described in the contract – as for example remuneration, goals and syllabus of practices, duration, termination.

In Poland, medical services is provided by the public and non-public service providers. Insurance is compulsory and covers inter alia pupils, students and PhD students, the unemployed. Insured persons are obliged to register their family members for health insurance (their children, adopted children – up to 18 years old and if the children continue education – up to 26; spouse; ascendants who live in the same household with the insured), unless they have their own health insurance.

The graduated internship or internship and traineeship that is not mandatory during studies or education is covered by the general social healthcare insurance. Graduate internship is not covered by the labour law code and by social work insurance. All the entitlements that applies for the interns or trainees that are not apprentices are covered by the general mandatory health insurance – if an intern or trainee obtains the title of insurance (as e.g. being student). Thus, in the term of internship or traineeship there is lack of labour insurance benefits as sickness allowance. Non-compulsory work placements are governed by individual arrangements between the employer and the student and it is not covered by the labour law code and by social insurance. In this case, also only general healthcare insurance applies.

The apprenticeship is covered by compulsory social insurance and receives a salary. Thus, Benefits are paid from compulsory work accident insurance, which covers the majority of apprentices in the scope of accidents at work.

For foreigners – if internship or traineeship is not consider as an employment or other type of work-insured internship (apprenticeship etc.) any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens).

The duration of the courses varies, depending on their type. There are no statutory limitations. Minimal duration of compulsory work placements during studies – 3 months. There is lack of statutory gratification for all type of placements. However, the apprenticeship is statutory remunerated. The minimum wage for employment (or similar, as an apprenticeship contract) is € 453.48 on 1 January 2017.



POLAND - SURVEY	
<b>Definition</b>	There is lack of legal definition of internship. There are several types of internships and placements, depending on type, level and area of studies. Some of them are compulsory.
<b>Legal or conventional notion</b>	There are vary denotations of internships. Concept of internship exists and is compulsory for particular studies or fields of education. It can exist as: <ul style="list-style-type: none"> <li>• On the job training</li> <li>• Graduate internships</li> <li>• Apprenticeship</li> <li>• Compulsory work placements – for practical-profiled studies</li> </ul>
<b>Typology</b>	<p>There are several types of internships, depending on type, level and area of studies or education. Some of them are compulsory.</p> <p>Traineeships are organized for both upper secondary school and higher education students, but each are governed by different regulations.</p> <ul style="list-style-type: none"> <li>• The apprenticeship – voluntary or compulsory (to obtain a professional title) – generally for graduated students with diploma to obtain professional qualification (as for example medical stage, legal apprentice). After passing apprenticeship an apprentice obtains the right to work as a professional (medical doctor, advocate etc.). The apprentice is covered by compulsory social insurance and receives a salary. Hiring a minor as an apprentice is reimbursed to employers from public funds.</li> <li>• Graduate internships are intended to help graduates gain experience and practical skills necessary for work. The internships is completed under an agreement between the apprentice and the entity that takes the apprentice. The entity that takes a graduate internships may be a natural person, legal person or an organisational unit without legal personality. The term of the agreement cannot be longer than 3 months. The graduate internships may be offered to a person that completed at least lower secondary education who on the date of internships commencement was under 30 years of age. The internship may be paid or unpaid. The graduate internship is called also as a non-compulsory work placements. Graduate internship is not covered by the labour law code and by social insurance.</li> </ul>



<b>POLAND - SURVEY</b>	
	<ul style="list-style-type: none"> <li>● On the job training taking the form of practical classes or traineeships for upper secondary vocational school students is regulated under the regulation of the Minister of National Education. Its time, place and possible salary depend on the type of school and class. The training takes place on the basis of an agreement between the school and the workplace, which takes in the student. Training can take place at school workshops, practical training centers, and with employers.                     <ul style="list-style-type: none"> <li>● Compulsory work placements that are based on a contract for compulsory student placement. The employer contracts directly with the higher education institution. The employer defines the curriculum, and undertakes to provide instructional and organizational supervision, as well as a specific position/workstation and tools for the work.</li> </ul> </li> <li>● Compulsory work placements during studies – for practical-profiled studies. Study programs with practical profiles must include work placements for students, which last three months at minimum.</li> <li>● For many bachelor's and master's degree programs, the study programs include compulsory work placements of a shorter duration. It is regulated separately within the study program.</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>● The Law on Higher Education of 27 July 2005 with amendments – art. 11 section 9, art. 166 section 3</li> <li>● Ordinance of the Ministry of National Education on on the Job trainings of 2017 (Rozporządzenie Ministra Edukacji Narodowej z dnia 24 sierpnia 2017 r. w sprawie praktycznej nauki zawodu)</li> <li>● Various internal universities' and academic's acts on internships and practical aspects of placements – on the ground of independency and self-governance of academic and other higher education institutions – universities statutes and regulations                     <ul style="list-style-type: none"> <li>○ Polish higher educational establishes possessing of legislative power of academic departments.</li> </ul> </li> <li>● Law of 7 Sep. 1991 on Education System (Ustawa z dnia 7 września 1991 r. o systemie oświaty (tekst jedn.: Dz. U. z 2004 r. Nr 256, poz. 2572 z późn. zm.)</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	<p>majority of cases, student during his/her internship possesses a status of student especially when the internship is in the framework of its educational programme.</p> <p>However, graduate internships or the apprenticeship does not required possessing of the student status.</p> <p>Maximal age for graduate internship – 30 y/o.</p>



POLAND - SURVEY	
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Lack of one general rule for all types of placements – depending on type, level of studies or education, target of placement and if it is mandatory or not.</p> <ul style="list-style-type: none"> <li>• Compulsory work placements are based on a contract for compulsory student placement. The employer contracts directly with the higher education institution – written contract.</li> <li>• Current legislation on open market traineeships foresees a written agreement that should include the tasks of the trainee, the duration, weekly working time, financial benefits (if any).</li> <li>• Apprenticeships are always – as considered as quasi-employment relation – conducting under written contract – labor law requirement.</li> <li>• On the job training – based on written contract between parties (tripartite or bipartite).</li> </ul>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<p>Not fully regulated – depending on the type of placement. In general, written contract is required or advised.</p> <p>For compulsory practices, internships and other types of training the essential core has to be described in the contract – as for example remuneration, goals and syllabus of practices, duration, termination.</p>
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	<p>Tripartite: student – school or HEI – hosting entity</p> <p>Bipartite: student – hosting entity/ employer</p>
<b>General social and healthcare protection</b>	<p>Mandatory insurance – on various grounds (student's status, family member insurance, apprentice status with employment contract)</p> <ul style="list-style-type: none"> <li>• In Poland, medical services provided by the public and non-public service providers. <ul style="list-style-type: none"> <li>○ Mandatory health insurance covers inter alia: employees, persons who work on the basis of an agency agreement or a mandate contract or another agreement for the provision of services, persons pursuing economic activity, with the exception of persons who have suspended economic activity, persons receiving retirement or disability pension, <b>pupils, students and PhD students</b>, the unemployed, persons receiving some social assistance benefits or some family benefits.</li> <li>○ People who live in Poland can also take out voluntary insurance by concluding a voluntary health insurance agreement with a voivodeship branch of the NHF competent for the place of residence of that person in Poland.</li> </ul> </li> </ul>



POLAND - SURVEY	
	<ul style="list-style-type: none"> <li>○ Insured persons are obliged to register their family members for health insurance (their children, adopted children – up to 18 years old and if the children continue education – up to 26; spouse; ascendants who live in the same household with the insured), unless they have their own health insurance.</li> <li>● The graduated internship or internship and traineeship that is not mandatory during studies or education is covered by the general social healthcare insurance. Graduate internship is not covered by the labour law code and by social work insurance.             <ul style="list-style-type: none"> <li>○ All the entitlements that applies for the interns or trainees that aren't apprentices are covered by the general mandatory health insurance – if an intern or trainee obtains the title of insurance (as e.g. being student). Thus, in the term of internship or traineeship there's lack of labour insurance benefits as sickness allowance. Non-compulsory work placements are governed by individual arrangements between the employer and the student and it is not covered by the labour law code and by social insurance. In this case also only general healthcare insurance applies.</li> <li>○ For foreigners – if internship or traineeship is not consider as an employment, or other type of work-insured internship (apprenticeship etc.) any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens).</li> </ul> </li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation.
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Lack of uniformed general regulation on all types of internships and placements – depending on type.</p> <ul style="list-style-type: none"> <li>● The apprenticeship is covered by compulsory social insurance and receives a salary. Thus, Benefits are paid from compulsory work accident insurance, which covers the majority of apprentices in the scope of accidents at work.</li> <li>● The graduated internship or internship and traineeship that is not mandatory during studies or education is not covered by the social insurance related to work accidents. As it can be paid or unpaid, the employer does not have the duty to pay the compulsory work accident insurance. That obligation arises, if the salary is higher than two-minimal wage (monthly).             <ul style="list-style-type: none"> <li>○ Otherwise, the only cost that employer has to pay is 18 % income tax.</li> <li>○ All the entitlements that applies for the interns or trainees that aren't apprentices are covered by the general mandatory health insurance – if an intern or trainee obtains the title of insurance (as e.g. being student)</li> </ul> </li> </ul>



POLAND - SURVEY	
	<ul style="list-style-type: none"> <li>○ Thus, in the term of internship or traineeship there is lack of labour insurance benefits as sickness allowance.</li> <li>○ Non-compulsory work placements are governed by individual arrangements between the employer and the student and it is not covered by the labour law code and by social insurance.</li> </ul> <ul style="list-style-type: none"> <li>● For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens)</li> </ul>
<b>Legal or conventional remuneration</b>	<p>No mandatory gratification for all type of placements.</p> <p>The apprenticeship is statutory remunerated.</p> <p>The minimum wage for employment (or similar, as an apprenticeship contract) is € 453.48 on 1 January 2017.</p>
<b>Legal or conventional duration</b>	<p>The duration of the courses varies, depending on their type. There are no statutory limitations.</p> <p>Minimal duration of compulsory work placements during studies – 3 months.</p>
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	n/a
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).
<b>Other legal dispositions after mobility</b>	n/a



## 22. PORTUGAL

A definition of work placements is provided in Article 2 of Law 66/2011 of 1 June 2011, as "the training period [...] consists of practical training in a work environment that is designed to complement and improve skills integration or retraining into the workforce more quickly and easily, or to obtain technical and professional training and ethics that are legally binding for the exercise of a particular profession."

In the context of active employment policies, trainee programs have been promoted for graduates and for young people holding vocational and technological courses and other qualifying courses at the secondary and post-secondary non-superior level.

There are vary types of internships and student or youth placements. There are work placements outside a study program called "estágios profissionais which are extracurricular and professional internships, as first work experience, to facilitate the access to the labour market. Academic placements within a university – "estágios Académicos" are curricular internships, for learning in work context, included in a study plan of a degree (1st, 2nd or 3rd cycle of higher education) or in a training. There are also types of internships in the licensing program: "estágios Curriculares de Licenciatura"; internships in the Master program: "estágios Curriculares de Mestrado"; internships for access to professional orders and to obtain a professional certificate.

The legislative framework and respective regulations vary according to the type and purpose of each internship. There are also non financed traineeships - an employer can always organize and promote traineeships without public funding. There is a set of rules to be complied, which focus in particular on the maximum length of the traineeships, the signing of a contract, the arrangements concerning the daily and weekly schedule, absences, safety and health at work and contributions to social security, training supervision designation, traineeship subsidy payment, meal and insurance, and suspension or termination conditions of the probationary contract. Professional traineeships promoted by private for-profit or non-for-profit entities that consist in developing a practical experience in a work environment, have a view to promote the integration of youth into the labour market or the re-training of unemployed adults. Applications are submitted by the promoter entity that can propose the trainee we is interested, if not, job centre propose an eligible candidate. The trainee can receive a monthly allowance, considering the qualification level, and also meals allowance and accident work insurance, paid by the entity.

Concerning vocational courses, Article 3 of Law 66/2011 provides for a bipartite agreement between the trainee and the host organization. It is now compulsory to have an internship contract, in writing, between the intern and the institution that is to receive the intern and both parties must retain a copy of the contract. Internships carried out in the framework of a post-graduate course must be the subject of a tripartite agreement between the trainee, the institution and the host organization, as defined by section 4 of the Act No 8/2001.

There are no special regulations for internships on the area of healthcare and social insurance. The Portuguese health care system is based on the National Health Service (SNS), which was founded in 1979. The national network of healthcare covers SNS facilities, private institutions and independent professionals with whom contracts have been signed. Internships are subject to taxation and social security contributions, under the scheme of dependent workers, employees.





Internships can last up to 24 months in public administrations and institutions. For academic courses, they generally last between 2 and 6 months. Vocational training courses may not exceed 12 months. In case of professional internships there are legal provisions on the duration of an internship, namely that they have duration of 12 months and cannot be extended, without prejudice to the projects of strategic interest. There is not statutory mandatory gratification for all type of placements. Professional internships shall be paid by the employers pay to the trainee a monthly allowance, whose value cannot be less than that corresponding to the social support index value. Companies and other institutions can apply through the Portuguese Employment and Training Institute to fund paid professional internships. There is lack of regulation foreseeing compensation for curriculum internships.





PORTUGAL - SURVEY	
<b>Definition</b>	A definition of work placements is provided in Article 2 of Law 66/2011 of 1 June 2011, as "the training period [...] consists of practical training in a work environment that is designed to complement and improve skills integration or retraining into the workforce more quickly and easily, or to obtain technical and professional training and ethics that are legally binding for the exercise of a particular profession."
<b>Legal or conventional notion</b>	<p>Estágio profissional/ Professional internship:</p> <ul style="list-style-type: none"> <li>• Training integrated into secondary school or university curriculum.</li> <li>• Internship partly funded by the State.</li> <li>• Public or local administration internships.</li> <li>• Internship where the student has a self-employed status.</li> <li>• Professional internships, such as internships required for the exercise of a profession.</li> </ul>
<b>Typology</b>	<p>In the context of active employment policies, trainee programs have been promoted for graduates and for young people holding vocational and technological courses and other qualifying courses at the secondary and post-secondary non-superior level.</p> <ul style="list-style-type: none"> <li>• Work placements outside a study program: Estágios Profissionais <ul style="list-style-type: none"> <li>○ Extracurricular and professional internships, as first work experience, to facilitate the access to the labour market;</li> </ul> </li> <li>• Academic placements within a university: Estágios Académicos <ul style="list-style-type: none"> <li>○ Curricular internships, for learning in work context, included in a study plan of a degree (1st, 2nd or 3rd cycle of higher education) or in a training;</li> </ul> </li> <li>• Internships in the licensing program: Estágios Curriculares de Licenciatura</li> <li>• Internships in the Master program: Estágios Curriculares de Mestrado</li> <li>• Internships for access to professional orders and to obtain a professional certificate.</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Act No. 8/2001 of 23 January 2001 on internships in the framework of a post-graduate course.</li> <li>• Law No. 62/2007 of 10 September 2007 on the legal status of higher education institutions regulating the reception of trainees by Portuguese higher education institutions. Section 22 of the Act regulates that higher education institutions must support the practice of internships by students.</li> <li>• Act n° 66/2011 of 1 June 2011 on professional placements. - University and Faculty regulations.</li> </ul>



PORTUGAL - SURVEY	
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Concerning vocational courses, Article 3 of Law 66/2011 provides for a bipartite agreement between the trainee and the host organization. It is now compulsory to have an internship contract, in writing, between the intern and the institution that is to receive the intern and both parties must retain a copy of the contract.</p> <ul style="list-style-type: none"> <li>• the names of the parties</li> <li>• the length of the internship</li> <li>• the place where the internship will take place</li> <li>• the professional sector and the level of work required</li> <li>• the remuneration and benefits received by the trainee</li> </ul> <p>Internships carried out in the framework of a post-graduate course must be the subject of a tripartite agreement between the trainee, the institution and the host organization, as defined by section 4 of the Act No 8/2001.</p>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<p>It is now compulsory to have an internship contract, in writing, between the intern and the institution that is to receive the intern and both parties must retain a copy of the contract.</p> <p>The following details must feature in the internship contract:</p> <ul style="list-style-type: none"> <li>• the identification, signature and address of the intern and the institution that has drawn-up the contract</li> <li>• the level of qualifications of the intern</li> <li>• the start and end date of the internship</li> <li>• the sector of business the internship shall be held in and the tasks to be attributed to the intern</li> <li>• the location and working hours of the internship</li> <li>• the date of entry and termination of the internship contract</li> <li>• a copy of the intern's personal accident insurance.</li> </ul> <ul style="list-style-type: none"> <li>• *for professional internships: the employer must designate an internship supervisor, who cannot keep more than three trainee</li> </ul>
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a



<b>PORTUGAL - SURVEY</b>	
<b>General social and healthcare protection</b>	<p>Lack of special regulation on internships and interns – general healthcare applies on common rules. Internships are subject to taxation and social security contributions, under the scheme of dependent workers, employees.</p> <p>The Portuguese health care system is based on the National Health Service (SNS), which was founded in 1979. The national network of healthcare covers SNS facilities, private institutions and independent professionals with whom contracts have been signed.</p> <p><b>The SNS is characterised by:</b></p> <ul style="list-style-type: none"> <li>· providing universal coverage;</li> <li>· providing global health care in an integrated way or else guaranteeing its provision;</li> <li>· usually being free to its users, taking into account the social and financial position of citizens;</li> <li>· guaranteeing equal access to its users, with a view to mitigating the effect that economic, geographic or other inequalities have on access to health care;</li> <li>· Regionalised organisation and decentralised and participative management</li> </ul> <p><b>The following persons are entitled to SNS coverage:</b></p> <ul style="list-style-type: none"> <li>· all Portuguese nationals;</li> <li>· nationals of member states of the European Union, the European Economic Area and Switzerland in accordance with the EU regulations in place;</li> <li>· foreign nationals residing in Portugal, subject to reciprocity;</li> <li>· foreign nationals residing in Portugal within the framework of bilateral agreements;</li> <li>· Citizens requesting asylum and refugee status;</li> <li>· Stateless citizens residing in Portugal.</li> </ul> <p>Both nationals and foreign nationals residing legally in Portugal must register with the healthcare centre at their place of residence, specifically with the family health unit (USF) or the personalized healthcare unit (UCSP).</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation.



PORTUGAL - SURVEY	
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Lack of regulation on internships and interns - internships are subject to taxation and social security contributions, under the scheme of dependent workers, employees.</p> <p>Depending on the type of placement – if e.g. employment relation.</p> <p>For foreigners – if internship or traineeship is not consider as an employment, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens)</p>
<b>Legal or conventional remuneration</b>	<p>No mandatory gratification for all type of placements.</p> <ul style="list-style-type: none"> <li>Professional internships shall be paid by the employers pay to the trainee a monthly allowance, whose value cannot be less than that corresponding to the social support index value.</li> <li>Companies and other institutions can apply through the Portuguese Employment and Training Institute to fund paid professional internships.</li> <li>There is lack of regulation foreseeing compensation for curriculum internships</li> </ul> <p>The minimum wage is € 649.83 on 1 January 2017.</p>
<b>Legal or conventional duration</b>	<ul style="list-style-type: none"> <li>Internships can last up to 24 months in public administrations and institutions (Law 8/2001, Article 1).</li> <li>For academic courses, they generally last between 2 and 6 months. Vocational training courses may not exceed 12 months.</li> <li>In case of professional internships there are legal provisions on the duration of an internship, namely that they have duration of 12 months and cannot be extended, without prejudice to the projects of strategic interest.</li> </ul>
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	n/a
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).
<b>Other legal dispositions after mobility</b>	n/a



## 23. ROMANIA

As defined in articles 1 and 2 of Act No. 258/2007 on student placements, internship is "the work of the students, in accordance with their studies, in order to apply the theoretical knowledge acquired during the training" and the trainee is " practical activity [work] will apply its theoretical knowledge to acquire and reinforce competences ". Similar definition can also be found in Ordinance No. 3955/2008 on the organization and student internship agreements in higher education - "internship - work done by pupils and students enrolled in a university course of studies, in accordance with their program of study, which aims to encourage the implementation of the theoretical knowledge acquired during their program of study ."

The Romanian law recognizes the existence of mandatory internships which are part of the optional training and internship program that the student can carry out at his initiative. Internships take place at the level of study of a degree (Article 4 of the Law No 288/2004 on the organization of university studies) and of a master's degree (Article 4 of Decision No 404/2006 on organization of the master's studies). For optional courses, these are held during school and university holidays. Employers accepting trainee students may receive a financial incentive according to the Law 72/2007 on the facilitation of student employment.

In Romania, only the higher education graduates can apply for traineeships. The trainee is a debutant in his/her profession, employed with an individual work contract, except those persons proving they worked in the same field, before graduation. The legal framework is provided by the Law no.335/2013 on internship, the Government Decision no. 473/2014 for the approval of the methodological provisions to be applied when implementing the Law no.335/2013 and the Law no. 53/2003 - Labour Code.

According to the Law 279/2005, apprenticeship represents the training on the job under a contract of apprentice. Apprenticeship contract must be concluded by the employer and signed by both parts, for a limited period, written in Romanian language and registered at Territorial Labour Inspection. The rights conferred by the apprentice contract are those of an employment contract. Apprenticeship contract should contain liabilities for both sides: for apprentice, to prepare professionally and to work for and under the authority of an employer and for employer to pay the wages and to assure the conditions necessary for training.

Social health insurance provides access for the insured persons to a package of basic services. Social health insurance is compulsory and applies also to apprentices, pupils and students during vocational training. Apprentices, pupils and students during vocational training are covered by the mandatory social insurance for occupational diseases and accidents at work. Insurance contributions for accidents at work and occupational diseases are paid by employers or legal entities similar to an employer and are determined according to the risk tariffs and classes. Entitlements to benefits and insurance services for accidents at work and occupational diseases start on the date when the insurance relationship begins and end at the same time as this relationship.

There is lack of uniformed rule on the forms of an internship placement contracts. However, a fixed-term contract between the student and the host organization is mentioned in Article 21 of Law 258/2007. Ordinance No. 3955/2008, in Article 1 (h), refers to a framework agreement established between the educational institution, the student and the host organization. In point (i) of the same article, mention is made that an appendix to the framework agreement specifies the pedagogical objectives of the course, the skills to be obtained and the modalities of the course. The model framework agreement is attached to the Order.



Apprenticeship contract must be concluded by the employer and signed by both parts, for a limited period, written in Romanian language and registered at Territorial Labour Inspection.

The duration of internships in Romania is governed by Ordinance No. 3955/2008. It stipulates that the courses must last at least one week and a maximum of 12 months. This maximum duration of 12 months is defined as a university cycle that is to say that a student can carry out a maximum of 12 months of internship on the whole of his license, and 12 months of internship during his master, compulsory and voluntary internships. The length of the internships in a university course is fixed by the study program of each course.

The Master Agreement states that internships may be compensated or rewarded, but there appears to be no obligation. The internship based on Law no. 335 of the 2013 on the internships undertaken by the graduates of the higher educational establishments, which lasts 6 months in order to insure the transition of the graduates to the labour market, is remunerated. The law no. 258/2007 of the 19th July 2007 relating to practical internships for pupils and students, doesn't impose the obligation of remuneration on the host organisation, however it may be fixed by the organisation itself (gratification or the other advantages in nature).



ROMANIA - SURVEY	
<b>Definition</b>	<ul style="list-style-type: none"> <li>• As defined in articles 1 and 2 of Act No. 258/2007 on student placements, internship is                             <ul style="list-style-type: none"> <li>○ "the work of the students, in accordance with their studies, in order to apply the theoretical knowledge acquired during the training" and the trainee is " practical activity [work] will apply its theoretical knowledge to acquire and reinforce competences ".</li> </ul> </li> <li>• Similar definition can also be found in Ordinance No. 3955/2008 on the organization and student internship agreements in higher education: "internship - work done by pupils and students enrolled in a university course of studies, in accordance with their program of study, which aims to encourage the implementation of the theoretical knowledge acquired during their program of study ."</li> </ul>
<b>Legal or conventional notion</b>	Stagiu de practica - Practicant
<b>Typology</b>	<p>The Romanian law recognizes the existence of mandatory internships that are part of the optional training and internship program that the student can carry out at his initiative. Internships take place at the level of study of a degree (Article 4 of the Law No 288/2004 on the organization of university studies) and of a master's degree (Article 4 of Decision No 404/2006 on organization of the master's studies). For optional courses, these are held during school and university holidays. Employers accepting trainee students may receive a financial incentive according to the Law 72/2007 on the facilitation of student employment.</p> <ul style="list-style-type: none"> <li>• Traineeships In Romania, only the higher education graduates can apply for traineeships. The trainee is a debutant in his/her profession, employed with an individual work contract, except those persons proving they worked in the same field, before graduation. The legal framework is provided by the Law no.335/2013 on internship, the Government Decision no. 473/2014 for the approval of the methodological provisions to be applied when implementing the Law no.335/2013 and the Law no. 53/2003 - Labour Code.</li> <li>• Apprenticeships According the Law 279/2005, apprenticeship represents the training on the job under a contract of apprentice. Apprenticeship contract must be concluded by the employer and signed by both parts, for a limited period, written in Romanian language and registered at Territorial Labour Inspection. The rights conferred by the apprentice contract are those of an employment contract. Apprenticeship contract should contain liabilities for both sides: for apprentice, to prepare professionally and to work for and under the authority of an employer and for employer to pay the wages and to assure the conditions necessary for training.</li> </ul>





ROMANIA - SURVEY	
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Law No. 288/2004 on the organization of university studies</li> <li>• Decision No 404/2006 on the organization of master's studies -(Hotărâre nr. 404/2006, din 29/03/2006, privind organizarea și desfășurarea studiilor universitare de masterat.)</li> <li>• Law 258/2007 on student placements - (Legea 258/2007 privind practica elevilor si studenților.)</li> <li>• Law No. 346/2002 on insurance against industrial accidents and occupational diseases</li> <li>• Article 2 of Ordinance No. 3955/2008 stipulates that educational institutions must establish their own rules and procedures concerning internships, make them public and establish a service dedicated to student placements within the institution.</li> <li>• Ordinance No. 3955/2008 on the general organization of internships in undergraduate and master's programs and the framework agreement for the realization of internships in the first cycle and the master Convention or internship contract - (Ordin nr. 3955 din 09/05/2008 privind aprobarea Cadrului general de organizare a stagiilor de practică în cadrul programelor de studii universitare de licență și de masterat și a convenției-cadru privind efectuarea stagiului de practică în cadrul programelor de studii universitare de licență sau masterat) -</li> <li>• Law 440/2008 on internships in HEI (Licence, Master) (Convenție cadru privind efectuarea stagiului de practică în cadrul programelor de studii universitare de licență sau masterat)</li> <li>• Law no. 258/2007 of the 19th July 2007 relating to practical internships for pupils and students.</li> <li>• Order no. 3955/2008 of the 9th May 2008 of the Ministry of Education, Youth and Sports concerning the implementation of a general framework for organising internships in Undergraduate and Postgraduate University programmes.</li> <li>• Law no. 335 of the 2013 on the internships undertaken by the graduates of the higher educational establishments</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	<p>The agreement framework governed by Article 2 of Order no. 3955/2008 of the 9th May 2008 is integrated in Appendix 2 of the previously mentioned document. Article 1 of Appendix 1 of Order no. 3955/2008 specifies the status of the student, as the Practitioner:</p> <ul style="list-style-type: none"> <li>• Practitioner – a Master’s student who refines their practical knowledge and professional skills in order to be able to use them in the specialty he has chosen.</li> </ul>
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	A fixed-term contract between the student and the host organization is mentioned in Article 21 of Law 258/2007. Ordinance No. 3955/2008, in Article 1 (h), refers to a framework agreement established between the educational institution, the student and the host organization. In point (i) of the same article, mention is made that an appendix to





ROMANIA - SURVEY	
	<p>the framework agreement specifies the pedagogical objectives of the course, the skills to be obtained and the modalities of the course. The model framework agreement is attached to the Order.</p> <p>Apprenticeship contract must be concluded by the employer and signed by both parts, for a limited period, written in Romanian language and registered at Territorial Labour Inspection.</p>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	As indicated above – depending on type of placement. Model framework of contract provided statutory.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a
<b>General social and healthcare protection</b>	<p>Lack of special regulation on internships and interns – general healthcare applies on common rules. Social health insurance provides access for the insured persons to a package of basic services. Social health insurance is compulsory.</p> <p>The categories of persons who have compulsory insurance for employment risks are:</p> <ul style="list-style-type: none"> <li>● persons who are employed under an individual contract of employment, including foreign nationals or stateless persons who work for Romanian employers while they live or are resident in Romania;</li> <li>● persons who are elected to the positions that they hold and who work for an executive, legislative or judicial institution in Romania;</li> <li>● public servants;</li> <li>● unemployed during vocational training;</li> <li>● apprentices, pupils and students during vocational training;</li> <li>● Romanian nationals who work abroad for Romanian employers;</li> <li>● foreign nationals or stateless persons who work in Romania for Romanian employers.</li> <li>● Territorial pension authorities exercise special insurance powers for accidents at work and occupational diseases.</li> </ul> <p>* The terms and conditions for the protection of student trainees are specified in Article 11 of the framework agreement. The trainee student must provide proof that he / she has a valid health insurance cover during the probation period and in the territory where the traineeship takes place.</p>
<b>Civil liability insurance</b>	Lack of general legal obligation.



ROMANIA - SURVEY	
<b>(if obligatory/ which part is responsible)</b>	Insurance demanded depends on the type of the internship. It should be agreed in the contract.
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Apprentices, pupils and students during vocational training are covered by the mandatory social insurance for occupational diseases and accidents at work.</p> <ul style="list-style-type: none"> <li>• Insurance contributions for accidents at work and occupational diseases are paid by employers or legal entities similar to an employer and are determined according to the risk tariffs and classes.</li> <li>• Entitlements to benefits and insurance services for accidents at work and occupational diseases start on the date when the insurance relationship begins and end at the same time as this relationship. <ul style="list-style-type: none"> <li>○ General public health services – medical treatment etc.</li> <li>○ Temporary working incapacity benefits are paid to people who are insured for accidents at work and occupational diseases if they become temporarily unable to work due to a work accident or an illness acquired as a result of working.</li> <li>○ Allowances for temporary assignment to another work are paid to people who are insured for accidents at work and occupational diseases if they have to change their job temporarily due to a work accident or an illness acquired as a result of working.</li> <li>○ Allowances for reduction of working time are paid to people who are insured for accidents at work and occupational diseases if they can no longer work full-time due to an accident at work or an illness acquired as a result of working.</li> </ul> </li> </ul>
<b>Legal or conventional remuneration</b>	<p>No mandatory gratification for all type of placements.</p> <ul style="list-style-type: none"> <li>• The Master Agreement states that internships may be compensated or rewarded, but there appears to be no obligation.</li> <li>• The internship based on Law no. 335 of the 2013 on the internships undertaken by the graduates of the higher educational establishments, which lasts 6 months in order to insure the transition of the graduates to the labour market, is remunerated.</li> <li>• The law no. 258/2007 of the 19th July 2007 relating to practical internships for pupils and students, doesn't impose the obligation of remuneration on the host organisation, however it may be fixed by the organisation itself (gratification or the other advantages in nature)</li> </ul> <p>The minimum wage for employment (or similar) contract is € 275.39 as of January 1, 2017.</p>



ROMANIA - SURVEY	
<b>Legal or conventional duration</b>	<p>The duration of internships in Romania is governed by Ordinance No. 3955/2008.</p> <ul style="list-style-type: none"> <li>It stipulates that the courses must last at least one week and a maximum of 12 months. This maximum duration of 12 months is defined as a university cycle, that is to say that a student can carry out a maximum of 12 months of internship on the whole of his license, and 12 months of internship during his master, compulsory and voluntary internships.</li> </ul> <p>The length of the internships in a university course is fixed by the study program of each course.</p>
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	<p>Ordinance n ° 3955/2008 stipulates that the completion of an internship will grant the student ECTS credits at the rate of 1.5 per week of internship and within the limit of 30 credits per semester and 60 per year.</p>
<b>Legal or conventional assessment for attribution of ECTS</b>	<p>Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).</p> <p>Article 7 of Appendix 1 of Order no. 3955/2008 determines the attribution of ECTS credits for internships undertaken that are subject to an internship agreement.</p> <p>The breakdown is as follows:</p> <ul style="list-style-type: none"> <li>1.5 ECTS credits for a one-week internship.</li> <li>Maximum 30 ECTS credits for an internship lasting the equivalent of one semester.</li> <li>Maximum 60 ECTS for an internship lasting the equivalent of one complete academic year.</li> </ul>
<b>Other legal dispositions after mobility</b>	n/a



## 24. SLOVAKIA

There is not any official definition of internship or placement in Slovakia. However, in the Act of Higher Education traineeship is mentioned as a part of the educational activities of some study subjects. The Employment Services Act defines graduate practice that is one of the active labour market policy measures. But graduate practice is not traineeship in the literal sense.

There are vary types of possible placements. Within the framework of the courses of higher education in Slovakia, there are compulsory courses within certain curricula. Voluntary work placements, on a voluntary basis, are also possible. Apprenticeship is foreseen in Act on VET Nr. 61/2015 Coll. That establishes the general framework for VET system and dual education as one possible route for VET pupils. The starting age of VET pupil is usually 15 years until 18 years, but it is not limited by age due to the possibility to return to the formal education and acquire new qualification.

There are not uniformed rules of contract form necessity. Article 228 of the Labor Code requires the existence of an internship contract between the host organization and the trainee student. In addition to the general information, this contract must mention the specific work that the trainee student will be in charge during the course. Concluded agreements between the interns and the organisations are not governed by the Law on Higher Education and therefore depend upon the Labour Code. A tripartite agreement is concluded between the student, the school and the host organisation. School or academic entity may also conclude a multi-year agreement with an organisation on the number of students the organisation will take on for internships. A tripartite agreement will nevertheless be concluded with every student.

There is lack of specific regulation on healthcare protection or work insurance of internships or practices. Healthcare social insurance is obligatory and provided on vary titles. Mandatory insurance or work and occupational diseases applies to apprenticeships and graduate practices. As far as the placement relation is consider as a type of work, it is covered by benefits from labour law and accident's insurance. The labour office shall reimburse the graduate for accident insurance premiums paid during the performance of graduate practice. Under the Health Insurance Act, employees, self-employed persons, employers and the state are required to pay health insurance contributions. A large part of costs for healthcare are paid from health insurance. Certain medicines and healthcare performances must be paid in full. Health insurance also covers part of the cost of dental care. Fees for medical treatment are charged in accordance with prescribed tariffs. Health insurance does not always cover the full cost of, for example, prescription glasses, certain medication or dental treatment. An employer is required to register an employee for health insurance within eight days of the employment commencing, and likewise to remove the employee from the register when employment ends. Other changes in the health insurance payer's data must be reported to the health-insurance company by the policyholder; the same eight-day notification period applies. The employer is responsible for occupational health and safety. When, while performing or in direct connection with the performance of work tasks, an accident at work results in an injury to health or the death of an employee, the employer with whom the employee was employed at the time of the work accident is liable.

There is lack of statutory remuneration of internships. Remuneration however may apply. It shall be indicated by the employment contract and fixed.

The Labor Code and Articles 227 and 228 respectively provide that a student internship may not exceed 20 hours per week and may not exceed 12 months.



SLOVAKIA - SURVEY	
<b>Definition</b>	Lack of statutory definition of internship. However the concept exists - in the Act of higher Education is one mention on traineeship: according to these Act traineeships is part of the educational activities of some study subjects. The Law on Higher Education does not required internships within study programs, except for the areas of medicine, forestry and agricultural studies and seminary students. In these cases, the agreement is signed by the teaching establishment and the company; the student will be joined by amendment.
<b>Legal or conventional notion</b>	Staž.
<b>Typology</b>	There are vary types of possible placements. <ul style="list-style-type: none"> <li>● Within the framework of the courses of higher education in Slovakia, there are compulsory courses within certain curricula.</li> <li>● Voluntary work placements, on a voluntary basis, are also possible. Apprenticeship is foreseen in Act on VET Nr. 61/2015 Coll. That establishes the general framework for VET system and dual education as one possible route for VET pupils. The starting age of VET pupil is usually 15 years until 18 years, but it is not limited by age due to the possibility to return to the formal education and acquire new qualification.</li> </ul>
<b>Applicable texts and regulations</b>	Law on education <ul style="list-style-type: none"> <li>• The Law of 3 June 2007 on Higher Education/ (ZÁKON z 3. júla 2007, ktorým sa mení a dopĺňa zákon č. 131/2002 Z. z. o vysokých školách)</li> </ul> Law on employment <ul style="list-style-type: none"> <li>• Labor Code of 2011 - 311/2001 Act/ (Zákon č. 311/2001 Z. z., ZÁKONNÍK PRÁCE)</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a



SLOVAKIA - SURVEY	
<b>Legal or conventional contract necessity</b>	<p>Article 228 of the Labor Code requires the existence of an internship contract between the host organization and the trainee student. In addition to the general information, this contract must mention the specific work that the trainee student will be in charge during the course.</p> <ul style="list-style-type: none"> <li>● Concluded agreements between the interns and the organizations are not governed by the Law on Higher Education and therefore depend upon the Labour Code. <ul style="list-style-type: none"> <li>○ A tripartite agreement is concluded between the student, the school and the host organization.</li> <li>○ School or academic entity may also conclude a multi-year agreement with an organization on the number of students the organization will take on for internships.</li> <li>○ A tripartite agreement will nevertheless be concluded with every student.</li> </ul> </li> </ul>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	Article 228 of the Labor Code requires specification of the work that the trainee student will be in charge during the course.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	Article 228 of the Labor Code requires the existence of an internship contract between the host organization and the trainee student. In addition to the general information, this contract must mention the specific work that the trainee student will be in charge during the course.
<b>General social and healthcare protection</b>	Lack of special regulation on internships and interns – general healthcare applies on common rules. Healthcare social insurance is obligatory and provided on vary titles.
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation.
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Lack of uniformed regulation or statutory obligation of insurance – depending on type of internship or placement (of recognized as an employment relation). Mandatory insurance for apprenticeships and graduate practices.</p> <ul style="list-style-type: none"> <li>● Lack of regulations on internships or apprenticeships insurance, but as far as it is consider as a type of work, it is covered by benefits from labour law and accident's insurance.</li> <li>● The labour office shall reimburse the graduate for accident insurance premiums paid during the performance of graduate practice.</li> </ul>



SLOVAKIA - SURVEY	
	<p>General rules of work insurance:</p> <ul style="list-style-type: none"> <li>• Under the Health Insurance Act, <b>employees, self-employed persons, employers and the state are required to pay health insurance contributions</b>. A large part of costs for healthcare are paid from health insurance. Certain medicines and healthcare performances must be paid in full. Health insurance also covers part of the cost of dental care. Fees for medical treatment are charged in accordance with prescribed tariffs. Health insurance does not always cover the full cost of, for example, prescription glasses, certain medication or dental treatment.</li> <li>• <b>An employer is required to register an employee for health insurance</b> within eight days of the employment commencing, and likewise to remove the employee from the register when employment ends. Other changes in the health insurance payer's data must be reported to the health-insurance company by the policyholder; the same eight-day notification period applies</li> <li>• The employer is responsible for occupational health and safety. When, while performing or in direct connection with the performance of work tasks, an accident at work results in an injury to health or the death of an employee, the employer with whom the employee was employed at the time of the work accident is liable.</li> <li>• An employee is obligated to immediately report any accident at work to the employer, if his/her health condition permits the same. The employer is obligated to investigate the causes and circumstances of any work accident requiring medical attention and/or resulting in incapacity for work and to submit the applicable documents demonstrating the occupational injury or disease to the Social Insurance Agency.</li> </ul>
<b>Legal or conventional remuneration</b>	<p>No mandatory gratification for all type of placements.</p> <ul style="list-style-type: none"> <li>• Remuneration however may apply. It shall be indicated by the employment contract and fixed.</li> <li>• No remuneration is given for compulsory internships, which are awarded ECTS credits.</li> </ul> <p>The minimum wage of employment contract (or similar relation) is € 435 as of January 1, 2017.</p>
<b>Legal or conventional duration</b>	<p>The Labor Code and Articles 227 and 228 respectively provide that a student internship may not exceed 20 hours per week and may not exceed 12 months.</p>





<b>SLOVAKIA - SURVEY</b>	
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	ECTS credits are only awarded when the internship is an element integrated into the course curriculum.
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).
<b>Other legal dispositions after mobility</b>	n/a





## 25. SLOVENIA

There is not any official definition of internship or placement in Slovenia. However, the concept exists and is foreseen in regulation – as for example in Employment Relationship Act. Internships and placements are governed by several laws, however there is a common qualification of "practical training" and "vocational training" regarding student placements. Internship is recognized as "pripravništvo", intern or trainee as "pripravnik".

Although there is no definition of the concept of traineeship in Slovenian legislation, Law 32/2012 on Higher Education regulates placements during university courses during the professional licensing course, at least one internship is compulsory; during the course of the general license course, a training course can be set up during the training, without obligation; during the master's program, at least one training course is compulsory.

Within the framework of higher vocational education, there are also "voluntary" courses defined by section 124 of Act No. 100/2013 on higher vocational education.

There are also several statutory compulsory traineeships adopted by law or branch collective agreement for persons who start to carry out work appropriate to the type and level of professional qualification for the first time that shall conclude an employment contract as a trainee in order to gain ability to carry out their job independently. The traineeship is compulsory in education, state administration, health sector, finance (banks), legal professions, electro, chemical and rubber industry, hospitality, forestry, newspaper, publishing, and graphic sector and in real estate and post.

Section 120 of Act No. 78/2013 on Labor Relations stipulates that it is a contract of employment between the student trainee and the host organization. The content of this contract of employment is defined both by labor laws and by collective agreements. Article 124 of the same law concerns contracts for voluntary placements which may be carried out by students and specifies the obligation to indicate information concerning the duration of the probationary period, hours of work and aspects of sickness insurance, protection against work accidents and civil liability of the trainee student.

Trainees are covered by health insurance and accident insurance. This protection is guaranteed, respectively, by Articles 26 and 20 of Law 20/2004 on health insurance. The law on pension and disability insurance (Uradni list RS; st. 106/99) and regulations on contributions and insurance provides that "the student and organisation must purchase an insurance policy together which covers both illness and civil responsibility". As by the Employment Relationship Act the trainee has the same rights as other employees/workers, they are covered by general labour rules and occupational injuries insurance. According to the Law on Health Insurance concerning occupational hazards and accidents at work it is the responsibility of the host organization to cover these fees. Compulsory and voluntary insured persons are included in two systems of insurance in the instance of occupational injury and occupational diseases. The system for compulsory health insurance covers risks regarding the inability to work, while the risk of disability or death of the insured person is covered by the compulsory pension and disability insurance system.

If internship or traineeship is not considered as an employment or doesn't lay under the educational scheme, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens). In that case, the protection would be provided on general rules of healthcare insurance.



Voluntary placements are very rarely remunerated. The interns can be provided with meal lunch and reimbursement of travel costs. However, if it is paid, the monthly salary of the trainee is not less than 70% of the basic salary of the employee on the same job. The legal framework for (paid and not paid) mandatory traineeship is provided by the Employment Relationship Act. The monthly salary of the trainee is not less than 70% of the basic salary of the employee on the same job. The monthly salary of the trainee cannot be lower than the minimum salary. The existence or otherwise of remuneration, its amount and any conditions must be clearly stated in the contract of employment/ traineeship.

An internship can last a year, with a maximum of 42 weeks of presence in the host organization. The working week shall not exceed 40 hours. /The length of an internship varies between 60 and 450 hours.

SLOVENIA - SURVEY	
<b>Definition</b>	Lack of uniformed and statutory definition of internship. However, the concept exists and is foreseen in regulation – as for example in Employment Relationship Act. Internships and placements are governed by several laws, however there is a common qualification of "practical training" and "vocational training" regarding student placements.
<b>Legal or conventional notion</b>	Internship is recognized as “pripravništvo”, intern or trainee as “pripravnik”.
<b>Typology</b>	<p>Although there is no definition of the concept of traineeship in Slovenian legislation, Law 32/2012 on Higher Education regulates placements during university courses.</p> <ul style="list-style-type: none"> <li>• during the professional licensing course, at least one internship is compulsory;</li> <li>• during the course of the general license course, a training course can be set up during the training, without obligation;</li> <li>• during the master's program, at least one training course is compulsory.</li> </ul> <p>Within the framework of higher vocational education, there are also "voluntary" courses defined by section 124 of Act No. 100/2013 on higher vocational education. “Voluntary” was referred to unpaid internship. This was only allowed, where there was a specific law allowing this type of internship and the legal basis for this was referring to specific professions in different fields (healthcare, law, education, social work...).</p> <p>The government adopted governmental conclusion in December 2014 that all “voluntary” internships are being banned and it is not allowed anymore to offer unpaid internships.</p>



SLOVENIA - SURVEY	
	<p>There were also several statutory compulsory traineeships adopted by law or branch collective agreement for persons who start to carry out work appropriate to the type and level of professional qualification for the first time, that shall conclude an employment contract as a trainee in order to gain ability to carry out their job independently.</p> <ul style="list-style-type: none"> <li>• The traineeship is compulsory in education, state administration, health sector, finance (banks), legal professions, hospitality...</li> <li>• The government is in the process changing legislation in a way that traineeship in those sectors will not be compulsory anymore.</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Law 32/2012 on higher education.-(Uradni list RS, št. 32/2012 , Zakon o visokem šolstvu (ZViS-UPB7)</li> <li>• Law 95/2010 on Accreditation and Evaluation of Higher Education and Higher Education Institutions, Article 12 of which stipulates that accredited courses must incorporate a practical aspect into the training received by students. Uradni list RS, št. 95/2010, 4993. Merila za akreditacijo in zunanjo evalvacijo visokošolskih zavodov in študijskih programov / In higher education:</li> <li>• The national regulation UL RS 95/2010 for the Accreditation of Programmes by the National Agency for Quality Assurance in Higher Education NKVIS.;</li> <li>• Higher Education Act ZViS-UPB7/Uradni list RS, st. 32/2012</li> <li>• The law on pension and disability insurance (Uradni list RS; st. 106/99) and the Decree which fixes insurance contributions in particular cases (Uradni list RS, st. 111/2000)</li> <li>• Law 100/2013 on Higher Vocational Education - (Zakon o višjem strokovnem izobraževanju (ZVSI),Uradni list RS, št. 86/2004, 100/2013)</li> <li>• Act No. 78/2013 on labor relations ZDR-1, Articles 120-124 of which specify several aspects of student placements, such as the training and accompanying obligations of the student trainee by the host organization, the duration of the internships, or the early termination of a student internship at the initiative of the host organization (O DELOVNIH RAZMERJIH, ZDR-1, Uradni list RS, št. 21/2013, 78/2013-popr.)</li> <li>• Law 95/2010 on Collective Agreements complements the previous Law on elements relating to student placements in collective agreements. (Uradni list RS, št. 95/2010, Kolektivni pogodbi komunalnih dejavnosti)</li> <li>• Law 20/2004 on health insurance (ZZVZZ). Uradni list RS, št. 20/2004/ 872. Zakon o zdravstvenem varstvu in zdravstvenem zavarovanju (ZZVZZ)</li> </ul>



SLOVENIA - SURVEY	
<b>Students concerned (requirements, age limitation)</b>	n/a There is no age limitations for internships
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Written form of contract</p> <ul style="list-style-type: none"> <li>Section 120 of Act No. 78/2013 on Labor Relations stipulates that it is a contract of employment between the student trainee and the host organization. The content of this contract of employment is defined both by labor laws and by collective agreements.</li> <li>Article 124 of the same law concerns contracts for voluntary placements which may be carried out by students and specifies the obligation to indicate information concerning the duration of the probationary period, hours of work and aspects of sickness insurance , protection against work accidents and civil liability of the trainee student.</li> </ul>
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<ul style="list-style-type: none"> <li>The conditions must be clearly stated in the contract of employment/internship</li> <li>The existence or otherwise of remuneration, its amount and any conditions must be clearly stated in the contract of employment/ traineeship.</li> </ul> <p>Article 124 of the Act No. 78/2013 on Labor Relations concerns contracts for voluntary placements which may be carried out by students and specifies the obligation to indicate information concerning the duration of the probationary period, hours of work and aspects of sickness insurance , protection against work accidents and civil liability of the trainee student.</p>
<b>Types of hosting entities</b>	<p>Any – all types</p> <ul style="list-style-type: none"> <li>unpaid internships only in regulated sector (as adopted by law or branch collective agreement and compulsory in education, state administration, health sector, finance, legal professions, electro, chemical and rubber industry, hospitality, forestry, newspaper, publishing, and graphic sector and also in real estate and post);</li> <li>paid internships in any type of entities.</li> </ul>
<b>Legal identification of all parties concerned</b>	The conditions must be clearly stated in the contract of employment/internship.



SLOVENIA - SURVEY	
<b>General social and healthcare protection</b>	<p>Trainees are covered by health insurance and accident insurance. This protection is guaranteed, respectively, by Articles 26 and 20 of Law 20/2004 on health insurance.</p> <p>Insured persons and members of their family are included in compulsory health insurance coverage. The following persons are covered: hired and self-employed workers, farmers, persons receiving benefits, (pension, incapacity benefit, survivor's pension, unemployment benefit or permanent social assistance), etc. The individuals liable for registration of the insured person are the legal or physical persons which are defined as liable for the payment of compulsory health insurance contributions. Entitlement to compulsory health insurance is shown by a health insurance card. Primary healthcare in Slovenia is provided by healthcare centers, private practitioners, specialists of various types, therapists, care providers and pharmacies. Healthcare centers offer preventive care (for adults, children, young people), emergency medical services, home care, general medicine, healthcare for women, children and young people, and laboratory and other diagnostic services.</p> <p>The law on pension and disability insurance (Uradni list RS; st. 106/99) and regulations on contributions and insurance provides that “the student and organization must purchase an insurance policy together which covers both illness and civil responsibility”.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	<p>Lack of general legal obligation.</p> <p>As by the Employment Relationship Act the intern/trainee has the same rights as other employees/workers, they are covered by general labour rules and occupational injuries insurance.</p>
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>As by the Employment Relationship Act the intern/trainee has the same rights as other employees/workers, they are covered by general labour rules and occupational injuries insurance.</p> <ul style="list-style-type: none"> <li>• According to the Law on Health Insurance concerning occupational hazards and accidents at work it is the responsibility of the host organization to cover these fees.</li> <li>• Compulsory and voluntary insured persons are included in two systems of insurance in the instance of occupational injury and occupational diseases. The system for compulsory health insurance covers risks regarding the inability to work, while the risk of disability or death of the insured person is covered by the compulsory pension and disability insurance system.</li> </ul>



SLOVENIA - SURVEY	
<b>Legal or conventional remuneration</b>	<ul style="list-style-type: none"> <li>Voluntary internships are not implemented anymore in Slovenia, since 2015. The government is in the process of changing the legislation in a way that the voluntary/unpaid option will be legally banned and forbidden. Voluntary placements weren't remunerated. The interns were provided with meal lunch and reimbursement of travel costs.</li> </ul> <p>Internship now has to be paid and the salary is defined by law or collective agreements. By law, the monthly salary of the intern is not less than 70% of the basic salary of the employee on the same job and this amount cannot be lower than the minimum wage defined in Slovenia.</p> <ul style="list-style-type: none"> <li>The legal framework for (paid and not paid) mandatory traineeship is provided by the Employment Relationship Act.</li> <li>The monthly salary of the trainee is not less than 70% of the basic salary of the employee on the same job.</li> <li>The monthly salary of the trainee cannot be lower than the minimum salary.</li> <li>The existence or otherwise of remuneration, its amount and any conditions must be clearly stated in the contract of employment/ traineeship.</li> </ul> <p>The minimum wage is € 804.96 on 1 January 2017.</p>
<b>Legal or conventional duration</b>	<p>Traineeship may not last longer than one year unless stipulated otherwise by law with a maximum of 42 weeks of presence in the host organization. The working week shall not exceed 40 hours. The length of an internship varies between 60 and 450 hours. It may be extended proportionally, if the trainee works part-time, but not for more than six months.</p>
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	<p>The number of credits associated with the internship therefore varies between 6 and 9 ECTS credits.</p>
<b>Legal or conventional assessment for attribution of ECTS</b>	<p>Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).</p>
<b>Other legal dispositions after mobility</b>	n/a





## 26. SPAIN

Article 2 of the Royal Decree No. 592/2014, stipulates that "internships are a formative activity for students supervised by universities. The objective is to enable students to apply the knowledge acquired in their academic training ". Traineeships/ internships are defined as those limited periods of time in which practical work experience is acquired (either as an integral part of a curriculum or not) and which also have an educational/training component. They allow formal recognition of practical work experience to be obtained for inclusion in the individual CV or in a curriculum. They also facilitate the transition from the educational system or training activity to the job market. Their timeframe is usually short to medium term, lasting from a few weeks to six months, or in some cases up to one or two years. Internship is recognized as " Práctica".

Internships as part of a university education may be compulsory or optional. It is mentioned in Royal Decree 1791/2010 on the status of university students (Article 8), which guarantees undergraduate students the opportunity to undertake an internship in correlation with the training course. There are generally various types of internships or placements. University field academic traineeships (generally non-remunerated training), called "Periodo de practicas" are targeted at students. They may be curricular field traineeships: they are part of the curriculum of the degree (Apprenticeships) or extracurricular university [traineeships] that are not part of the curriculum and are not mandatory, but are included in the Diploma Supplement. Those placements are governed by University-Company Agreements. Trainees also benefit from full Social Security coverage. There are also non-remunerated or remunerated, non-academic traineeships ("Contrato en practicas") for unemployed young people registered in the employment office, between 18 and 25 years of age, with official university degrees; they consist of intermediate or higher vocational training or a certificate of professionalism. They should not have had an employment relationship or professional experience greater than three months in the same activity (excluding academic traineeships). Those are not covered by social insurance in the scope of labour protection. In Spain there are also working traineeships, Traineeship work contract, the objective being the employee obtaining adequate professional experience, is related to the level of studies completed (university or intermediate- or higher-level vocational training or equivalent official qualification). This form of placement includes social security registration and protection for subsequent unemployment.

Internship contract (contrato en practicas) within academic program (periodo de practicas) which is a tripartite contract guaranteeing legal protection and academic recognition. It is established between the student, the institution of higher education and the host organization.

Trainees under age of 28 are covered by health insurance and accident insurance whether the placement is compulsory or voluntary. The Spanish state covers the health and pharmaceutical needs of all its citizens by means of the National Health Service, which is financed through social security contributions and managed by the Autonomous Communities through their Consejerías de Sanidad [Health Departments] and Servicios Regionales de Salud [Regional Health Services]. More than 90% of the population use this system for their medical needs. In general, protection against accidents at work and liability insurance are the responsibility of the host organization. For majority of types of internships and traineeships, social insurance is provided as a part of writing contract between an intern and employer (or other body). Once social security benefit is paid by the employer, an intern is insured for accidents at work and occupational diseases.



There is lack of statutory remuneration and duration of internships. Students' internships are generally not paid but it is possible that the company offers an economic compensation in the form of stock exchange. Internships of young graduates are remunerated in the form of scholarships. The trainee does not occupy a job, so there is no contractual relationship.

SPAIN - SURVEY	
<b>Definition</b>	Article 2 of the Royal Decree No. 592/2014, stipulates that "internships are a formative activity for students supervised by universities. The objective is to enable students to apply the knowledge acquired in their academic training ". Traineeships are defined as those limited periods of time in which practical work experience is acquired (either as an integral part of a curriculum or not) and which also have an educational/training component. They allow formal recognition of practical work experience to be obtained for inclusion in the individual CV or in a curriculum. They also facilitate the transition from the educational system or training activity to the job market. Their timeframe is usually short to medium term, lasting from a few weeks to six months, or in some cases up to one or two years.
<b>Legal or conventional notion</b>	Internship is recognized as " Práctica".
<b>Typology</b>	<p>Internships as part of a university education may be compulsory or optional. It is mentioned in Royal Decree 1791/2010 on the status of university students (Article 8), which guarantees undergraduate students the opportunity to undertake an internship in correlation with the training course.</p> <p>There are generally following types of internships or placements:</p> <ul style="list-style-type: none"> <li>• University field academic traineeships (generally non-remunerated training) ("Periodo de practicas"): <ul style="list-style-type: none"> <li>○ Targeted at students</li> <li>○ They may be curricular field traineeships: they are part of the curriculum of the degree (Apprenticeships) or extracurricular university [traineeships] that are not part of the curriculum and are not mandatory, but are included in the Diploma Supplement.</li> <li>○ They are governed by University-Company Agreements.</li> <li>○ Trainees also benefit from full Social Security coverage</li> </ul> </li> <li>• Non-remunerated, non-academic traineeships ("Contrato en practicas"): <ul style="list-style-type: none"> <li>○ for unemployed young people registered in the employment office, between 18 and 25 years of age, with official university degrees; they consist of intermediate or higher vocational training or a certificate of professionalism. They should not have had an employment relationship or professional experience greater than three months in the same activity (excluding academic traineeships).</li> </ul> </li> </ul>





SPAIN - SURVEY	
	<ul style="list-style-type: none"> <li>○ Not covered by social insurance in the scope of labour protection</li> <li>• Working traineeships: Traineeship work contract, the objective being the employee obtaining adequate professional experience, related to the level of studies completed (university or intermediate- or higher-level vocational training or equivalent official qualification).               <ul style="list-style-type: none"> <li>○ They include social security registration and protection for subsequent unemployment.</li> </ul> </li> </ul> <p>Public employment-training program</p>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Royal Decree n ° 592/2014 on student academic placements - Real Decreto, por el que se regulan las prácticas académicas externas de los estudiantes universitarios</li> <li>• Royal Decree n ° 1791/2010 on the status of the student at the university - Real Decreto, por el que se aprueba el Estatuto del Estudiante Universitario</li> <li>• Royal Decree No. 1393/2007 on the official organization of university studies - Real Decreto, por el que se establece la ordenación de las enseñanzas universitarias oficiales</li> <li>• Royal Decree No 1125/2003 on the European Credit System and the Universal Level Rating System -Real Decreto, por el que se establece el sistema europeo de créditos y el sistema de calificaciones en las titulaciones universitarias de carácter oficial y validez en todo el territorio nacional. Law of 17 July 1953 on the creation of student health insurance in Spain - Ley de 17 de julio de 1953 (Jefatura del Estado), sobre el establecimiento del Seguro Escolar en España</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	<p>Lack of general regulation –</p> <ul style="list-style-type: none"> <li>• student internships within academic program (periodo de practicas) are regulated by a convention ("convenio") between the university and the company with the framework of "Programas de Cooperacion Educativa"</li> <li>• Those internships are contracted (Contrato en practicas) on the initiative of the trainee are subject to a tripartite internship agreement offered by the University, an association or as part of programs.</li> </ul>



SPAIN - SURVEY	
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<ul style="list-style-type: none"> <li>• Internship contract (contrato en practicas) within academic program (periodo de practicas) which is a tripartite contract guaranteeing legal protection and academic recognition. It is established between the student, the institution of higher education and the host organization. It must contain at least:</li> <li>• the name and contact information of the trainee;</li> <li>• the name and contact details of the institution of higher education;</li> <li>• the name and contact details of the host organization;</li> <li>• the duration of the training period (start and end date, possible interruptions);</li> <li>• nature on a full-time or part-time basis;</li> <li>• description of the student's assignments during the course;</li> <li>• compensation or remuneration, if applies;</li> <li>• the insurance.</li> </ul>
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a – lack of general rules.  For university field academic traineeships ("Periodo de practicas") – student – university – hosting entity
<b>General social and healthcare protection</b>	Trainees under age of 28 are covered by health insurance and accident insurance whether the placement is compulsory or voluntary.  The Spanish state covers the health and pharmaceutical needs of all its citizens by means of the National Health Service, which is financed through social security contributions and managed by the Autonomous Communities through their Consejerías de Sanidad [Health Departments] and Servicios Regionales de Salud [Regional Health Services]. More than 90% of the population use this system for their medical needs.
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation.



SPAIN - SURVEY	
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Vary depending on the type of placement.</p> <p>In general, protection against accidents at work and liability insurance are the responsibility of the host organization.</p> <ul style="list-style-type: none"> <li>• For majority of types of internships and traineeships, social insurance is provided as a part of writing contract between an intern and employer (or other body).</li> <li>• Once social security benefit is paid by the employer, an intern is insured for accidents at work and occupational diseases.</li> </ul>
<b>Legal or conventional remuneration</b>	<p>Lack of statutory remuneration of internships</p> <ul style="list-style-type: none"> <li>• Student internships are generally not paid but it is possible that the company offers an economic compensation in the form of stock exchange.</li> <li>• Internships of young graduates are remunerated in the form of scholarships. The trainee does not occupy a job, so there is no contractual relationship.</li> </ul> <p>The minimum wage in employment relation is 825.65 € as on 1 January 2017.</p>
<b>Legal or conventional duration</b>	<p>The working hours in Spain vary. The workweek is 40 hours.</p>
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	<p>The conditions of validation of the internship are left to the regulation of the establishments. The validation of an internship gives entitlement to a number of ECTS credits defined by the regulation of the studies, because it is an integral part of the training of the student but cannot exceed 60 credits over a year.</p>
<b>Legal or conventional assessment for attribution of ECTS</b>	<p>Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).</p>
<b>Other legal dispositions after mobility</b>	n/a



## 27. SWEDEN

There is lack of statutory definition of internship. However, the concept exists. The definition of trainee program varies. A traineeship or internship program is usually targeting young professionals, with a college or university degree and none to a few years working experience. The program usually lasts at least 12 months, includes rotation within the company and guarantees full time employment in a junior management position decided at the end of the program. Jobseekers interested in a traineeship apply to the company directly. Internship is recognized as “Praktikplats”, or “internship”. Types of internships and traineeships programs vary. In Sweden, a trainee program is usually targeting young professionals, with a college or university degree and none to a few years working experience. The program usually lasts at least 12 months, includes rotation within the company and guarantees full time employment in a junior management position decided at the end of the program. Jobseekers interested in a traineeship apply to the company directly. Placement can be also recognized as an apprenticeship. Apprenticeship as secondary education where students learn the profession at work. The school is responsible for documenting student learning according to the national course objectives. Apprenticeships also exist as post-secondary education in some industries to obtain professional certificates. Apprenticeships exist in the construction sector and in handcraft occupations. Finally, there are apprenticeships as a labour market measure for the unemployed. Within the labour market regulation, Ordinance (2013:1157) on support for integration into employment, there is on type of apprenticeship, which is called vocational Introduction employment.

While there is no specific legislation regarding open market traineeships, trainees are in general considered as employees and are protected in accordance with Swedish labour law, health and safety at work legislation and collective agreements applicable at the workplace. According to general social insurance rules, basically if there is a contract similar to employment contract, the apprentice or intern is covered by the occupational injuries insurance. Students are covered by the compulsory social insurance scheme, if their programme is one that presents a particular hazard.

The majority of health and medical care in Sweden is publicly financed. In Sweden, there are 21 County Councils which have primary responsibility for health and medical care. The majority of health care institutions are under public management, but there is also publicly financed healthcare run under private management. In this case, the private healthcare providers have agreements with the relevant County Council. Healthcare is primarily financed via taxes, but as a patient you also pay a fee. These fees vary between County Councils, but there is a national 'high-cost protection' for outpatient treatment as well as for medicines. Every person resident in Sweden is covered by the national health insurance system. Statutory insurance covers also work injury insurance and pension insurance. The health insurance system covers most of the costs of visits to doctors, hospitalization and laboratory fees. Maternity care and pediatric care are free of charge. Medical care and hospitalization are covered by a patient fee. The size of this fee is set by county councils and may vary depending on the medical service being provided and from county to county.



SWEDEN - SURVEY	
<b>Definition</b>	There is a lack of statutory definition of internship. However the concept exists. The definition of trainee program varies. A traineeship or internship program is usually targeting young professionals, with a college or university degree and none to a few years working experience. The program usually lasts at least 12 months, includes rotation within the company and guarantees full time employment in a junior management position decided at the end of the program. Jobseekers interested in a traineeship apply to the company directly.
<b>Legal or conventional notion</b>	Internship is recognized as “Praktikplats”, or “internship”.
<b>Typology</b>	Types of internships and traineeships programs vary. In Sweden, a trainee program is usually targeting young professionals, with a college or university degree and none to a few years working experience. The program usually lasts at least 12 months, includes rotation within the company and guarantees full time employment in a junior management position decided at the end of the program. Jobseekers interested in a traineeship apply to the company directly.  Placement can be also recognized as an apprenticeship: <ul style="list-style-type: none"> <li>● Apprenticeship as secondary education where students learn the profession at work. The school is responsible for documenting student learning according to the national course objectives.</li> <li>● Apprenticeships also exist as post-secondary education in some industries to obtain professional certificates.</li> <li>● Apprenticeships exist in the construction sector and in handcraft occupations.</li> <li>● Finally, there are apprenticeships as a labour market measure for the unemployed. Within the labour market regulation, Ordinance (2013:1157) on support for integration into employment, there is on type of apprenticeship which is called: Vocational Introduction employment.</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Law on professional training 1131/2001(Förordning (2001:1131) om kvalificerad yrkesutbildning)</li> <li>• Law on working environment 1160/1997(Arbetsmiljölagen)</li> <li>• Ordinance on support for integration into employment (2013:1157)</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a



SWEDEN - SURVEY	
<b>Legal or conventional contract necessity</b>	Lack of general regulation – since trainees and internships are in general considered as employees and are protected in accordance with Swedish labour law, so that the employment contract on general labor law rules shall be applied.
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	n/a As trainees and internships are in general considered as employees and are protected in accordance with Swedish labour law, so that the employment contract on general labor law rules shall be applied with all the duties and rights.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a – lack of general rules.
<b>General social and healthcare protection</b>	<p>Trainees are in general considered as employees and are protected by healthcare insurance in accordance with Swedish labour law.</p> <ul style="list-style-type: none"> <li>• The majority of health and medical care in Sweden is publicly financed. In Sweden, there are 21 County Councils which have primary responsibility for health and medical care. The majority of health care institutions are under public management, but there is also publicly financed healthcare run under private management. In this case, the private healthcare providers have agreements with the relevant County Council.</li> <li>• The health insurance system covers most of the costs of visits to doctors, hospitalization and laboratory fees. Maternity care and pediatric care are free of charge.</li> <li>• Medical care and hospitalization are covered by a patient fee. The size of this fee is set by county councils and may vary depending on the medical service being provided and from county to county.</li> </ul> <p>If internship or traineeship is not consider as an employment or doesn't lay under the protection scheme, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens). In that case, the protection would be provided on general rules of healthcare insurance.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation It is the responsibility of the institution of higher education to subscribe to this type of insurance.



SWEDEN - SURVEY	
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Students, interns and trainees are covered by work insurance system. Statutory insurance covers also work injury insurance.</p> <ul style="list-style-type: none"> <li>• According to general social insurance rules, basically if there is a contract similar to employment contract, the apprentice or intern is covered by the occupational injuries insurance</li> <li>• Students are covered by the compulsory social insurance scheme, if their programme is one that presents a particular hazard.</li> </ul>
<b>Legal or conventional remuneration</b>	Lack of regulation on internships or apprenticeships – generally labor law regulations apply as they are considered as employment (or similar) relation.
<b>Legal or conventional duration</b>	n/a – practically application of labor law
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	n/a
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus). ECTS credits are awarded in the majority of cases.
<b>Other legal dispositions after mobility</b>	n/a





## 28. SWITZERLAND

The internship is part of the trainee's training and professional project. It aims at the transposition into the professional environment of the knowledge acquired, as well as preparation for entry into working life. Internship is recognized as “Praktikum” – “Tirocinio” internships during the cursus (study program) and after the cursus (graduated). As trainees and internships are in general considered as employees and are protected in accordance with labour law, so that the employment contract on general labor law rules shall be applied with all the duties and rights.

In case of payment of wages, the rules of the employment contract will apply (compulsory social contributions, working hours, work environment, etc.). When the internship is unpaid, it is essential to be covered in the event of an industrial accident, an insurance that the employer must take out. The trainee can also negotiate benefits in kind such as payment for lunches, transportation, etc.

Insurance for healthcare is mandatory for all persons residing in Switzerland. It is private system of insurances and healthcare. Insurance is individual. All persons taking up residence in Switzerland are required to arrange insurance within three months. Employers are not responsible for arranging healthcare insurance. The government may extend the obligation to take out insurance to persons with no residence in Switzerland and equally may exclude certain categories of persons from the mandatory insurance.

Employees (including home workers, apprentices, trainees, voluntary workers, and persons working in training schools or sheltered workshops) are obliged to take out accident insurance. Accident insurance is optional for self-employed persons and their assisting family members. As for other workers, trainees have a right to holidays as well as to paid sick leave (the latter only applies to work periods of over three months, or where an agreement has been concluded for a minimum period of three months). Non-national workers who are gainfully employed in Switzerland must have a work permit. This obligation also applies to trainees. In the case of European Union nationals, authorizations for traineeships are granted on the basis of a written work contract.

In general, trainees and interns are treated as normal employees, so there are not overall specific regulations on remuneration, duration and termination of placement and contracts.

Non-national workers who are gainfully employed in Switzerland must have a work permit. This obligation also applies to trainees. In the case of European Union nationals, authorizations for traineeships are granted on the basis of a written work contract.





SWITZERLAND - SURVEY	
<b>Definition</b>	The internship is part of the trainee's training and professional project. It aims at the transposition into the professional environment of the knowledge acquired, as well as preparation for entry into working life.
<b>Legal or conventional notion</b>	Internship is recognized as “Praktikum” – “Tirocinio” internships during the cursus (study program) and after the cursus (graduated)
<b>Typology</b>	n/a
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>Articles 319 et seq. of the Code of Obligations and the Labor Law.</li> <li>Geneve's canton : Art. 80 Principe B 5 05.01 (RPAC)</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	n/a
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	Lack of specific regulation on internships - apprentices, trainees, voluntary workers, and persons working in training schools or sheltered workshops) are considered as employees – labor law application.
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<p>n/a</p> <p>As trainees and internships are in general considered as employees and are protected in accordance with labour law, so that the employment contract on general labor law rules shall be applied with all the duties and rights.</p> <p>In case of payment of wages, the rules of the employment contract will apply (compulsory social contributions, working hours, work environment, etc.). When the internship is unpaid, it is essential to be covered in the event of an industrial accident, an insurance that the employer must take out. The trainee can also negotiate benefits in kind such as payment for lunches, transportation, etc.</p>



SWITZERLAND - SURVEY	
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a – lack of general rules.
<b>General social and healthcare protection</b>	<p>Insurance for healthcare is mandatory for all persons residing in Switzerland. It is private system of insurances and healthcare.</p> <ul style="list-style-type: none"> <li>• Insurance is individual. All persons taking up residence in Switzerland are required to arrange insurance within three months.</li> <li>• Employers are not responsible for arranging healthcare insurance.</li> <li>• The government may extend the obligation to take out insurance to persons with no residence in Switzerland and equally may exclude certain categories of persons from the mandatory insurance.</li> </ul>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	It is the responsibility of the institution of higher education to subscribe to this type of insurance.
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Mandatory accident and work insurance for trainee, interns, apprentices – private insurance system</p> <ul style="list-style-type: none"> <li>• Employees (including home workers, apprentices, trainees, voluntary workers, and persons working in training schools or sheltered workshops) are obliged to take out accident insurance.</li> <li>• accident insurance is optional for self-employed persons and their assisting family members.</li> <li>• as for other workers, trainees have a right to holidays as well as to paid sick leave (the latter only applies to work periods of over three months, or where an agreement has been concluded for a minimum period of three months).</li> <li>• Non-national workers who are gainfully employed in Switzerland must have a work permit. This obligation also applies to trainees. In the case of European Union nationals, authorisations for traineeships are granted on the basis of a written work contract.</li> </ul>
<b>Legal or conventional remuneration</b>	<p>Lack of regulation on internships or apprenticeships – generally labor law regulations apply as they are considered as employee.</p> <p>However remuneration is not mandatory, but normally interns of institutions of higher education earn a salary during the internship. The amount of the salary and any gratification or benefits are subject to the parties' agreement.</p> <p>There is no minimum wage required by national legislation.</p>



SWITZERLAND - SURVEY	
<b>Legal or conventional duration</b>	n/a – practically application of labor law
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	n/a
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship and on the HEI – if in study period or Erasmus (then on general rules of Erasmus).
<b>Other legal dispositions after mobility</b>	n/a



## 29. UNITED KINGDOM

According to case law system of UK, there is lack of statutory definition of internship. However, the concept of placement exists. The types of placement programs varies. Internships/ traineeships are sometimes called work placements or work experience. These terms have no legal status on their own.

A traineeship is an education and training programme focused on giving young people the skills and work experience needed to gain an apprenticeship or sustainable employment. It can last between 6 weeks and 6 months. Traineeships consist of a high quality work experience placement, work preparation training, and English and maths for those without a full level 2 in these subjects. Trainees aged 19-24 can also undertake a flexible element, such as technical and professional qualifications that will help the trainee move into work or remove a barrier to them entering work. "Sandwich courses" are also regarded as internships. It refers more to an apprenticeship, where students alternate between a school and a company. The apprenticeship phase takes place at the company for one academic year. There is no alternation between time spent at the university and time spent at work, the student first learns the theory and then puts it into practice for a whole year. There are also internships for graduate students (during or at the end of a course) - are called "internships" or "traineeships". They aim to create a break period between theoretical learning at university and beginning their first job. "Placements" are internships that are an integral part of the student's education at an institution of higher education. These courses give the student the opportunity to put knowledge acquired at university into practice. These internships are subject to a tripartite agreement required, signed by the student, the institution of higher education and the host institution. There are also programs of voluntary work that are not entitled to the minimum wage they're working for a charity, voluntary organization, associated fund raising body or a statutory body or they don't get paid, except for limited benefits (e.g. reasonable travel or lunch expenses).

An intern's rights depend on their employment status. If an intern is classed as a worker, then they are normally due the National Minimum Wage and labour insurance protection. The rights they have depend on their employment status and whether they are classed as: a worker, a volunteer or an employee. If an intern does regular paid work for an employer, they may qualify as an employee and be eligible for employment rights. Students required doing an internship for less than one year as part of a UK-based further or higher education course are not entitled to the National Minimum Wage. Voluntary workers are not entitled to the minimum wage if both of the following apply - they are working for a charity, voluntary organization, associated fund raising body or a statutory body and they are not paid, except for limited benefits (e.g. reasonable travel or lunch expenses).

Students are mandatory insured and protected by public healthcare system. Insurance of trainees and interns depends on their status. Health care in the United Kingdom is a devolved matter, with England, Northern Ireland, Scotland and Wales each having their own systems of publicly funded healthcare, funded by and accountable to separate governments and parliaments, together with smaller private sector and voluntary provision. As a result of each country having different policies and priorities, a variety of differences now exist between these systems. Britain's public provider of health care is known as the National Health Services (NHS). Services provided by the NHS include hospitals, family doctors, specialists, dentists, chemists, opticians and the ambulance service. Not all services provided by the NHS are free of charge. Unless exempt, patients pay (subsidized) fixed costs for prescriptions, sight tests, NHS glasses and dental treatment. Hospital treatment, the ambulance service and medical consultations remain free. If internship or traineeship is not consider as an employment or doesn't lay under the protection scheme, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens). In that case, the protection would be provided on general rules of healthcare insurance.



In general, work insurance (accident insurance and occupational diseases) is covered by general healthcare system. If the contract between an intern or trainee can be considered as an employment contract, that person is covered by labour law protection and also occupational and accidents at work insurance. However, as for the case-law system, there is lack of specific written regulation according to internships and traineeships.

UNITED KINGDOM - SURVEY	
<b>Definition</b>	<p>There is a lack of one or statutory definition of internship. There are vary types of placement in practice. A traineeship is an education and training programme focused on giving young people the skills and work experience needed to gain an apprenticeship or sustainable employment. It can last between 6 weeks and 6 months.</p>
<b>Legal or conventional notion</b>	<p>Internships/ traineeships are sometimes called work placements or work experience. These terms have no legal status on their own.</p>
<b>Typology</b>	<p>Types of internships and traineeships</p> <ul style="list-style-type: none"> <li>• A traineeship - is an education and training programme focused on giving young people the skills and work experience needed to gain an apprenticeship or sustainable employment. It can last between 6 weeks and 6 months. Traineeships consist of a high quality work experience placement, work preparation training, and English and maths for those without a full level 2 in these subjects. Trainees aged 19-24 can also undertake a flexible element, such as technical and professional qualifications that will help the trainee move into work or remove a barrier to them entering work.</li> <li>• "Sandwich courses" - regarded as an internship. It refers more to an apprenticeship, where students alternate between a school and a company. The apprenticeship phase takes place at the company for one academic year. There is no alternation between time spent at the university and time spent at work, the student first learns the theory and then puts it into practice for a whole year.</li> <li>• Internships for graduate students (during or at the end of a course) - are called "internships" or "traineeships". They aim to create a break period between theoretical learning at university and beginning their first job.</li> <li>• "Placements" - are internships that are an integral part of the student's education at an institution of higher education. These courses give the student the opportunity to put knowledge acquired at university into practice. These internships are subject to a tripartite agreement required, signed by the student, the institution of higher education and the host institution.</li> <li>• Voluntary work –</li> </ul>



UNITED KINGDOM - SURVEY	
	<ul style="list-style-type: none"> <li>○ not entitled to the minimum wage they're working for a charity, voluntary organisation, associated fund raising body or a statutory body or they don't get paid, except for limited benefits (eg reasonable travel or lunch expenses)</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• The National Minimum Wage</li> <li>• Health and Safety at Work etc Act 1974 Management of Health and Safety at Work Regulations 1999</li> </ul>
<b>Students concerned (requirements, age limitation)</b>	n/a Requirements or limitations not specified.
<b>Specific dispositions for disabled persons</b>	n/a
<b>Legal or conventional contract necessity</b>	Lack of general regulation - depending on the status of intern or trainee. The rights they have depend on their employment status and whether they are classed as a worker, a volunteer or an employee.
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	n/a If trainee or intern is recognized as employee, labor law scheme applies.
<b>Types of hosting entities</b>	Any – all types
<b>Legal identification of all parties concerned</b>	n/a – lack of general rules.
<b>General social and healthcare protection</b>	<p>Students are mandatory insured and protected by public healthcare system. Insurance of trainees and interns depends on their status.</p> <p>Health care in the United Kingdom is a devolved matter, with England, Northern Ireland, Scotland and Wales each having their own systems of publicly funded healthcare, funded by and accountable to separate governments and parliaments, together with smaller private sector and voluntary provision. As a result of each country having different policies and priorities, a variety of differences now exist between these systems.</p>



UNITED KINGDOM - SURVEY	
	<ul style="list-style-type: none"> <li>• Britain's public provider of health care is known as the National Health Services (NHS). Services provided by the NHS include hospitals, family doctors, specialists, dentists, chemists, opticians and the ambulance service.</li> <li>• Not all services provided by the NHS are free of charge. Unless exempt, patients pay (subsidised) fixed costs for prescriptions, sight tests, NHS glasses and dental treatment. Hospital treatment, the ambulance service and medical consultations remain free.</li> <li>• The principal groups that the NHS provides free or subsidized medical treatment to are:               <ul style="list-style-type: none"> <li>○ Those with the right of abode in Britain and who are currently resident in Britain (this excludes British citizens who are resident abroad)</li> <li>○ Anyone who has been resident in the UK for the previous year</li> <li>○ EU nationals</li> <li>○ Students (on courses longer than 6 months)</li> <li>○ Anyone with a British work permit</li> </ul> </li> </ul> <p>If internship or traineeship is not considered as an employment or doesn't lay under the protection scheme, any other title of insurance must be applied (e.g. European Health Insurance Card for EU citizens). In that case, the protection would be provided on general rules of healthcare insurance.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	Lack of general legal obligation It is the responsibility of the institution of higher education to subscribe to this type of insurance.
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>Depending on the status of intern or trainee – if considered as an employee or not. In general, insurance is covered by general healthcare system.</p> <ul style="list-style-type: none"> <li>• If the contract between an intern or trainee can be considered as an employment contract, that person is covered by labour law protection and also occupational and accidents at work insurance.</li> <li>• However, as for the case-law system, there is lack of specific written regulation according to internships and traineeships.</li> <li>• The rights they have depend on their employment status and whether they're classed as:               <ul style="list-style-type: none"> <li>○ a worker</li> <li>○ a volunteer</li> <li>○ an employee</li> </ul> </li> </ul>



UNITED KINGDOM - SURVEY	
<b>Legal or conventional remuneration</b>	Lack of regulation on internships or apprenticeships – generally labor law regulations apply as they are considered as employment (or similar) relation. The possibility of being paid depends on the company, the sector of activity and also the duration. In practice, many long internships are remunerated.
<b>Legal or conventional duration</b>	Lack of uniformed regulation. Traineeship can last between 6 weeks and 6 months. In general, internship or placemen shall be no longer than 12 months.
<b>Evaluation of the parties</b>	n/a
<b>Legal assignments of ECTS</b>	n/a
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study period or Erasmus (then on general rules of Erasmus).
<b>Other legal dispositions after mobility</b>	n/a





### 30. ERASMUS+ PROGRAMME

Widespread student's mobility in Europe seems to be one of the greatest achievements of the idea of united Europe and integration between countries on our continent. The aims of mobility programmes were originally focused on international exchange of different cultures, traditions and languages. The milestone in youth and student's mobility within the scope of European Union was foundation of European Community Action Scheme for the Mobility of University Students in 1987<sup>4</sup>, which is commonly known as the Erasmus programme. Through many years of experiences, including significant changes that came into power in 2014<sup>5</sup>, currently Erasmus+ programme is considered as the EU's flagship education and training programme that enables students to study or do a traineeship abroad. It also supports individuals in higher education and companies interested in lecturing in a university in another country<sup>6</sup>. Popularity of Erasmus project is incontestable. Over the past 30 years, the programme has given 9 million young people across the Europe the chance to study, train, volunteer or gain professional experience abroad. Only in 2016, Erasmus+ has reached cruising speed and delivered on its objectives, supporting 725.000 mobilities, reaching out to nearly 79.000 organizations and funding close to 21.000 projects across its different fields of action<sup>7</sup>. Above numbers show incontestable - and still raising - popularity of mobility idea among young Europeans.

Erasmus+ supports traineeships (work placements, internships, etc.) abroad for students currently enrolled in higher education institutions (HEI) in Programme countries at Bachelor and Master level as well as for doctoral candidates. These opportunities are also open to recent graduates. By doing a traineeship abroad with Erasmus+, a participant can improve not only his/her communication, language and inter-cultural skills, but also soft skills highly valued by future employers, as well as become more entrepreneurial. The Erasmus+ traineeship can be also combined with a study period abroad. A traineeship (work placement) abroad in an enterprise or any other relevant workplace. Traineeships abroad at a workplace are supported during short cycle, first, second, third cycle studies and, in the case of mobility within Programme Countries, within a maximum of one year after the student's graduation. This also includes the 'assistantships' for student teachers.

To study/train abroad, a participant must be registered in a higher education institution and must be following studies leading to a recognized degree or other recognized tertiary level qualification, such as a Bachelor, a Master or a Doctorate. The sending institution must be located in one of the countries participating in Erasmus+ mobility for higher education. In addition, if the sending institution is located in a Programme Country, it must have been awarded the Erasmus Charter for Higher Education (ECHE). This Charter is part of an accreditation procedure established to guarantee a quality framework for all participants in mobility activities. The selection criteria to study or train abroad with Erasmus+ are defined by the particular sending HEI. Each higher education institution, by signing the Erasmus Charter for Higher Education, commits to ensuring equal access and opportunities to participants from all backgrounds. Therefore, students and staff with physical, mental or health related conditions can benefit from the support services that the receiving institution offers to its local students and staff.

<sup>4</sup> 87/327/EEC: Council Decision of 15 June 1987 adopting the European Community Action Scheme for the Mobility of University Students (Erasmus)

<sup>5</sup> Regulation (EU) No 1288/2013 of the European Parliament and of the Council of 11 December 2013 establishing 'Erasmus+': the Union programme for education, training, youth and sport and repealing Decisions No 1719/2006/EC, No 1720/2006/EC and No 1298/2008/EC

<sup>6</sup> [http://ec.europa.eu/dgs/education\\_culture/repository/education/library/publications/2012/erasmus25\\_en.pdf](http://ec.europa.eu/dgs/education_culture/repository/education/library/publications/2012/erasmus25_en.pdf)

<sup>7</sup> Erasmus+ Programme - Annual Report 2016, pp.5, <https://publications.europa.eu/fr/publication-detail/-/publication/b0250d33-fcce-11e7-b8f5-01aa75ed71a1/language-en/format-PDF/source-66293473>



To ensure that a person whose individual physical, mental or health-related conditions are such that his/her participation in Erasmus+ would not be possible without extra financial support can take full advantage of European mobility arrangements, Erasmus+ pays particular attention to guidance, reception, physical accessibility, pedagogical and technical support services, and, especially, financing the extra costs.

Prior to their departure, each selected student must sign an agreement, which includes also a "learning agreement" setting out the programme of studies and/or traineeship to be followed, as agreed by the student, the sending and the receiving organisation. Learning agreement is defining the aims and the content of the mobility period in order to ensure its relevance and quality. It can also be used as a basis for the recognition of the period abroad by the receiving organisation.

For traineeships, the receiving organisation can be any private or public organisation active in the labour market or in the fields of education, training and youth. It is also possible to carry out a traineeship in a higher education institution located in one of the Programme Countries. However, the programme of the traineeship cannot consist of following courses, as that would be considered a study period and not a traineeship. The following types of organisations are not eligible as receiving organizations for student traineeships: EU institutions and other EU bodies including specialized agencies; organisations managing EU programmes, such as National Agencies.

Each organisation participating in the Erasmus+ Programme must have in place effective procedures and arrangements to promote and guarantee the safety and protection of the participants in their activity. With this regard, all students, trainees, apprentices, pupils, adult learners, young people, staff and volunteers, involved in a mobility activity under all Key Actions of the Erasmus+ Programme, must be insured against the risks linked to their participation in these activities. Apart from the volunteering activities which foresee a specific insurance policy, the Erasmus+ Programme does not define a unique format of insurance, nor does it recommend specific insurance companies.

The Programme leaves it up to project organisers to seek the most suitable insurance policy according to the type of project carried out and to the insurance formats available at national level. Furthermore, it is not necessary to subscribe to a project-specific insurance, if the participants are already covered by existing insurance policies of the project organisers. If applicable, it is strongly recommended that participants in transnational activities are in possession of a European Health Insurance Card. This is a free card that gives access to medically necessary, state-provided healthcare during a temporary stay in any of the 28 EU countries, Iceland, Liechtenstein and Norway, under the same conditions and at the same cost (free in some countries) as people insured in that country.

The duration of a traineeship period is of a minimum of 2 months to a maximum of 12 months. In case of a combined study and traineeship, the minimum duration is 3 months and the maximum duration is 12 months, no matter how the time is shared between studies and traineeship. The placement is not mandatory remunerated, and this case lays always under agreement between participant and hosting entity. In Erasmus + programme every participant receives a scholarship which amount depends on the country of placement.



ERASMUS+ PROGRAMME - SURVEY	
<b>Definition</b>	<p>There is lack of one statutory definition of internship in Erasmus+ foundation acts. The idea and framework is however widely described.</p> <ul style="list-style-type: none"> <li>• Erasmus+ supports traineeships (work placements, internships, etc.) abroad for students currently enrolled in higher education institutions in Programme countries at Bachelor and Master level as well as for doctoral candidates. These opportunities are also open to recent graduates.</li> <li>• A traineeship (work placement) abroad in an enterprise or any other relevant workplace. Traineeships abroad at a workplace are supported during short cycle, first, second, third cycle studies and, in the case of mobility within Programme Countries, within a maximum of one year after the student's graduation. This also includes the 'assistantships' for student teachers.</li> </ul>
<b>Legal or conventional notion</b>	ERASMUS+ Internship/ traineeship
<b>Typology</b>	<p>The Erasmus+ programme offers a wide range of opportunities for students and staff to study and train abroad.</p> <ul style="list-style-type: none"> <li>• The programme funds intra-EU and international credit mobility for students to study in a receiving institution for a period of 3-12 months and obtain credits which are then recognised by the sending institution. Students can also do a traineeship abroad for a period of 2 to 12 months. Note: Traineeships between Programme and Partner Countries are not available for the time being.</li> <li>• Erasmus+ provides additional opportunities regarding full Master's programme abroad through scholarships for Erasmus Mundus Joint Master Degrees and through Erasmus+ Master Degree Loans.</li> <li>• Doctoral candidates who want to follow part of their doctoral studies abroad may also receive support through the Marie Skłodowska-Curie Actions under the Horizon 2020 programme.</li> <li>• The Erasmus+ programme also funds staff mobility, allowing university staff to teach and be trained abroad. The minimum duration is 2 days when the mobility is between Programme Countries and 5 days when it is between Programme and Partner Countries. In both cases, the maximum duration is 60 days.</li> </ul>
<b>Applicable texts and regulations</b>	<ul style="list-style-type: none"> <li>• Domestic regulations in every involved country</li> <li>• Regulation (EU) No 1288/2013 of the European Parliament and of the Council of 11 December 2013 establishing 'Erasmus+': the Union programme for education, training, youth and sport and repealing Decisions No 1719/2006/EC, No 1720/2006/EC and No 1298/2008/EC</li> <li>• The Erasmus+ Programme Guide <a href="http://ec.europa.eu/programmes/erasmus-plus/programme-guide/introduction/how-to-read-programme-guide_en">http://ec.europa.eu/programmes/erasmus-plus/programme-guide/introduction/how-to-read-programme-guide_en</a></li> </ul>



ERASMUS+ PROGRAMME - SURVEY	
<b>Students concerned (requirements, age limitation)</b>	<ul style="list-style-type: none"> <li>To study/train abroad, a participant must be registered in a higher education institution and must be following studies leading to a recognised degree or other recognised tertiary level qualification, such as a Bachelor, a Master or a Doctorate.</li> <li>The sending institution must be located in one of the countries participating in Erasmus+ mobility for higher education. In addition, if the sending institution is located in a Programme Country, it must have been awarded the Erasmus Charter for Higher Education (ECHE). This Charter is part of an accreditation procedure established to guarantee a quality framework for all participants in mobility activities.</li> <li>The selection criteria to study or train abroad with Erasmus+ are defined by the particular sending HEI</li> </ul>
<b>Specific dispositions for disabled persons</b>	<p>Each higher education institution, by signing the Erasmus Charter for Higher Education, commits to ensuring equal access and opportunities to participants from all backgrounds. Therefore, students and staff with physical, mental or health related conditions can benefit from the support services that the receiving institution offers to its local students and staff.</p> <p>To ensure that a person whose individual physical, mental or health-related conditions are such that his/her participation in Erasmus+ would not be possible without extra financial support can take full advantage of European mobility arrangements, Erasmus+ pays particular attention to guidance, reception, physical accessibility, pedagogical and technical support services, and, especially, financing the extra costs.</p>
<b>Legal or conventional contract necessity</b>	YES – Learning Agreement Student Mobility for Traineeships
<b>Legal or conventional obligation of dispositions in the contract/ forms of the contract</b>	<p>Prior to their departure, each selected student must sign an agreement which includes also a "learning agreement" setting out the programme of studies and/or traineeship to be followed, as agreed by the student, the sending and the receiving organisation. Learning agreement is defining the aims and the content of the mobility period in order to ensure its relevance and quality. It can also be used as a basis for the recognition of the period abroad by the receiving organisation.</p> <p>The template of the learning agreement is available at <a href="https://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus2/files/files/resources/learning-traineeships_en.pdf">https://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus2/files/files/resources/learning-traineeships_en.pdf</a></p>
<b>Types of hosting entities</b>	<p>For traineeships, the receiving organisation can be any private or public organisation active in the labour market or in the fields of education, training and youth. Some examples are:</p> <ul style="list-style-type: none"> <li>a public or private, small, medium or large enterprise (including social enterprises);</li> </ul>



ERASMUS+ PROGRAMME - SURVEY	
	<ul style="list-style-type: none"> <li>● a public body at local, regional or national level;</li> <li>● a social partner or other representative of the working life, including chambers of commerce, craft/professional associations and trade unions;</li> <li>● a research institute;</li> <li>● a foundation;</li> <li>● a school/institute/educational centre (at any level, from pre-school to upper secondary education, and including vocational education and adult education);</li> <li>● a non-profit organisation, association, NGO;</li> <li>● a body providing career guidance, professional counselling and information services;</li> </ul> <p>It is also possible to carry out a traineeship in a higher education institution located in one of the Programme Countries. However, the programme of the traineeship cannot consist of following courses, as that would be considered a study period and not a traineeship.</p> <p>The following types of organisations are not eligible as receiving organizations for student traineeships:</p> <ul style="list-style-type: none"> <li>● EU institutions and other EU bodies including specialised agencies which are listed on the following website:</li> <li>● <a href="http://ec.europa.eu/institutions/index_en.htm">ec.europa.eu/institutions/index_en.htm</a>;</li> <li>● organisations managing EU programmes, such as National Agencies.</li> </ul>
<b>Legal identification of all parties concerned</b>	Student/ applicant – sending HEI – hosting entity
<b>General social and healthcare protection</b>	<p>European Health Insurance Card</p> <p>Each organisation participating in the Erasmus+ Programme must have in place effective procedures and arrangements to promote and guarantee the safety and protection of the participants in their activity. With this regard, all students, trainees, apprentices, pupils, adult learners, young people, staff and volunteers, involved in a mobility activity under all Key Actions of the Erasmus+ Programme, must be insured against the risks linked to their participation in these activities.</p> <p>Apart from the volunteering activities which foresee a specific insurance policy, the Erasmus+ Programme does not define a unique format of insurance, nor does it recommend specific insurance companies.</p> <p>The Programme leaves it up to project organisers to seek the most suitable insurance policy according to the type of project carried out and to the insurance formats available at national level. Furthermore, it is not necessary to</p>



ERASMUS+ PROGRAMME - SURVEY	
	<p>subscribe to a project-specific insurance, if the participants are already covered by existing insurance policies of the project organisers.</p> <p>In either case, the following areas must be covered:</p> <ul style="list-style-type: none"> <li>▪ wherever relevant, travel insurance (including damage or loss of luggage);</li> <li>▪ third party liability (including, wherever appropriate, professional indemnity or insurance for responsibility);</li> <li>▪ accident and serious illness (including permanent or temporary incapacity);</li> <li>▪ death (including repatriation in case of projects carried out abroad).</li> </ul> <p>If applicable, it is strongly recommended that participants in transnational activities are in possession of a European Health Insurance Card. This is a free card that gives access to medically necessary, state-provided healthcare during a temporary stay in any of the 28 EU countries, Iceland, Liechtenstein and Norway, under the same conditions and at the same cost (free in some countries) as people insured in that country.</p> <p>More information on the card and on how to obtain it is available at <a href="http://ec.europa.eu/social/main.jsp?catId=559">http://ec.europa.eu/social/main.jsp?catId=559</a>.</p>
<b>Civil liability insurance (if obligatory/ which part is responsible)</b>	n/a
<b>Legal or conventional accident protection (if insurance of occupational diseases and accidents at work obligatory/ which part is responsible)</b>	<p>n/a – depending on domestic regulations</p> <p>However, as advised:</p> <p>“Each organisation participating in the Erasmus+ Programme must have in place effective procedures and arrangements to promote and guarantee the safety and protection of the participants in their activity. With this regard, all students, trainees, apprentices, pupils, adult learners, young people, staff and volunteers, involved in a mobility activity under all Key Actions of the Erasmus+ Programme, must be insured against the risks linked to their participation in these activities. Apart from the volunteering activities which foresee a specific insurance policy, the Erasmus+ Programme does not define a unique format of insurance, nor does it recommend specific insurance companies. The Programme leaves it up to project organisers to seek the most suitable insurance policy according to the type of project carried out and to the insurance formats available at national level. Furthermore, it is not necessary to subscribe to a project-specific insurance, if the participants are already covered by existing insurance policies of the project organisers.”</p>
<b>Legal or conventional remuneration</b>	n/a – determining by every particular hosting entity





ERASMUS+ PROGRAMME - SURVEY	
<b>Legal or conventional duration</b>	The duration of a traineeship period is of a minimum of 2 months to a maximum of 12 months. In case of a combined study and traineeship, the minimum duration is 3 months and the maximum duration is 12 months, no matter how the time is shared between studies and traineeship.
<b>Evaluation of the parties</b>	As indicated in the Learning Agreement – final evaluation by supervisor of hosting entity, accepted then by the coordinator of domestic institution.
<b>Legal assignments of ECTS</b>	Depending on type of internship – if in academic programme – can be involved to the study programme and awarded by ECTS – included in diploma
<b>Legal or conventional assessment for attribution of ECTS</b>	Depending on type of internship – if in study programme – included in diploma.
<b>Other legal dispositions after mobility</b>	<ul style="list-style-type: none"> <li>• The hosting entity should send the participant and the domestic higher education institution a Traineeship Certificate, normally within five weeks after successful completion of the traineeship.</li> <li>• The higher education institution shall recognise the traineeship abroad, according to the commitments agreed upon in the learning agreement and without any further requirements.</li> <li>• The information contained in the Traineeship Certificate should also be included in the Diploma Supplement, except if for the recent graduated. In this case, it is recommended to record the traineeship in the trainee's Europass Mobility Document.</li> </ul>

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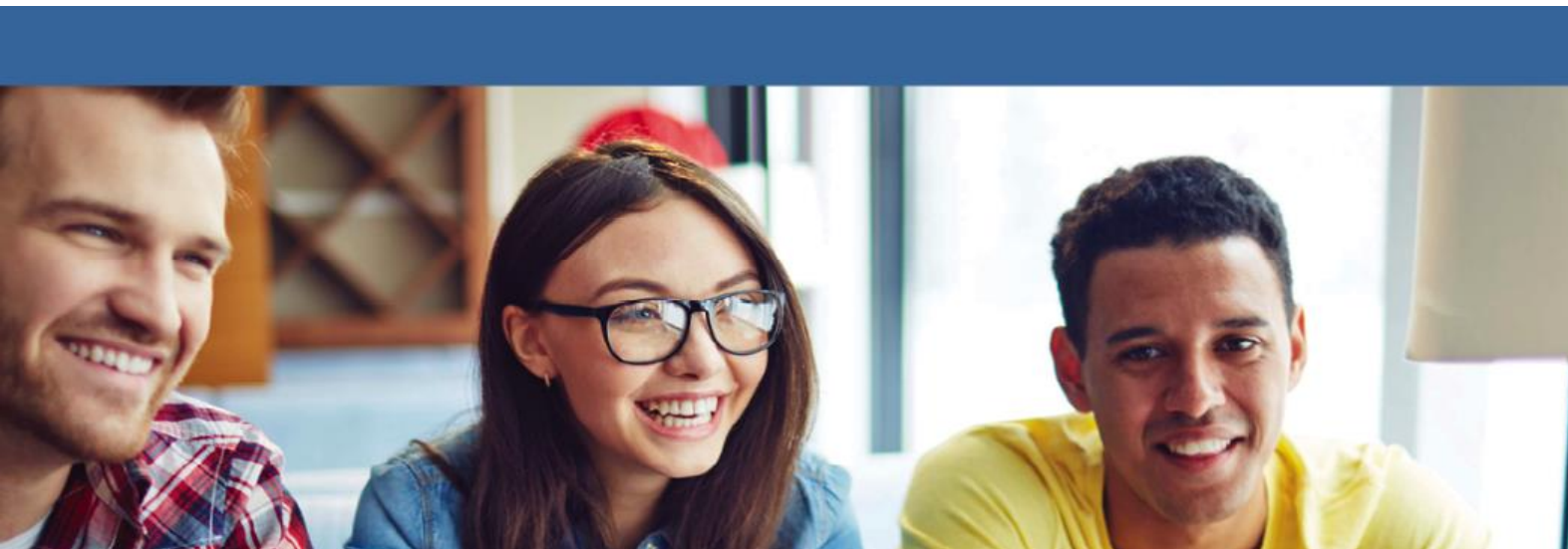


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