



**UNIVERSITAT
ROVIRA I VIRGILI**



**EDUCATIONAL COOPERATION AGREEMENT REGARDING EXTERNAL
INTERNSHIP PROGRAMMES BETWEEN THE UNIVERSITAT ROVIRA I VIRGILI
AND DIET DOCTOR AB**

BY AND BETWEEN

Mr Miguel Ángel García Briongos, head of the Student Office of the Universitat Rovira i Virgili (Hereafter, URV), as authorised in the rector's resolution on 3 November 2020. The URV's address is C/Escorxador, s/n, post code 43003 Tarragona, and its tax identification number is Q9350003A.

And Ms Maria Colell, Spanish Team Leader of Diet Doctor AB (hereafter, the collaborating entity), based at Vasagatan 40 11120 Estocolmo (Suecia), with the tax identification number 556777-8062.

Both parties declare under their own responsibility that they have the necessary legal capacity to sign the present agreement.

ANTECEDENTS

ONE. The University Student Statute, approved by Royal Decree 1791/2010, of 30 December, states that bachelor's and master's degree students have the specific right to carry out external, curricular or extracurricular internships. It also states that doctoral degree students have the specific right to learn about a professional research career and that research programme opportunities should be promoted both within and outside the academic ambit. The Statute also recognises the student's right to effective academic and professional tuition during the final bachelor's or master's degree project and during any external internship that may be envisaged in the course curriculum. Furthermore, article 24 establishes that all students on university courses that lead to an official qualification can undertake external academic internships.

TWO. Article 2.1 of Royal Decree 592/2014, of 11 July, which regulates external academic internship by university students, states that internships are a training activity undertaken by university students and supervised by universities.

THREE. The URV's Internship Regulations, approved by the Governing Council on 20 December 2012 and modified by the Governing Council on 7 March 2013, states in its preamble that an internship in companies and entities enables students to integrate and apply the competencies that they have acquired during their academic training in a real professional environment and to acquire new competencies. Furthermore, an external internship enables students to learn about the institutions and entities linked

to their ambit of study and to acquire experience, which in turn helps them to find employment.

FOUR. The collaborating entity wishes to support the academic training of university students and as such wishes to provide temporary internship opportunities for URV students under the conditions established in the corresponding specific internship agreements.

FIVE. According to Statute of the URV, a person is also considered to be a URV student if they are registered with the URV Foundation on a postgraduate course that leads to a URV specific qualification and that has a duration equal to or greater than an academic semester.

SIX. The URV's Internship Regulations, approved by the Governing Council on 10 December 2012 and modified by the Governing Council on 7 March 2013 and on 27 April 2017, states that doctoral students can undertake external internships that are specified in the doctoral activities document confirmed by the responsible academic committee, and that the proposed activities must be authorised by the coordinator of the doctoral programme.

Consequently, in compliance with the aforementioned regulations, both parties sign the present agreement in accordance with the following clauses:

CLAUSES

1. Internships undertaken by students of the URV at the collaborating entity are intended to enable students to apply and expand upon the knowledge that they have acquired during their academic training and to acquire competencies that will prepare them for their chosen professional careers, increase their employment prospects and foster their entrepreneurial skills. The purpose of the internship may also be to allow students to write their bachelor's, master's or doctoral degree thesis.
2. Internships may be curricular or extracurricular depending on the nature of the agreement between the collaborating entity and the URV faculty or school, the URV's Postgraduate and Doctoral School or the URV Foundation at which the student is studying (hereafter, URV centre). Curricular internships consist of regulated and tutored activities that form part of the course curriculum. Extracurricular internships consists of voluntary activities undertaken by students during their training and has the same objectives as curricular activities. However, it does not form part of the course curriculum as a specific internship subject, which in turn means that students do not receive an academic grade for extracurricular internships.
3. The internship specified in the present agreement is strictly academic in nature. This means that there is no contractual employment relationship between the student and the collaborating entity. All activities must be appropriate and relevant to the student's training and professional competencies, and the activities may not be used under any circumstances to substitute the work carried out by contracted employees.

If, according to the URV's Regulations governing internships, the student receives financial remuneration from the collaborating entity, this will always be in the form of a study grant and/or travel expenses. If necessary, the quantity and manner of payment will be specified in the specific agreement for each period of internships.

4. Students' access to public services is covered by the academic insurance, which they automatically took out when they registered at the University, or by the private insurance policy that is taken out by students who are not eligible for academic insurance.

Notwithstanding the academic nature of the internships, if students do receive any form of payment, in accordance with Royal Decree 1493/2011, of 24 October, they will have the status of company employee and will be included in and protected by the General Social Security System but will not be eligible for unemployment payments. The entity that funds the internship programme will have the status of a company and will be responsible for all rights and obligations regarding the General Social Security Regime. In particular, the entity must register the student with the Social Security before the start of the internship and pay the corresponding contributions in accordance with the regulations.

The company, for its part, states that it will comply with the current regulations governing health and safety in the workplace, and agrees to provide the student with the necessary means of protection for preventing accidents.

In all circumstances, however, student internship activities are expressly covered by the URV's collective civil liability insurance policy.

5. Students must be selected and assigned to an internship at the collaborating entity in accordance with the procedure established by each URV centre.

The name of the student assigned to a given internship project and the specific nature of this internship project will be stated in a specific internship agreement that will be attached as an annex to the present agreement. The specific internship agreement will be drafted using the template established for this purpose. The specific internship agreement must be signed by the parties to the present agreement. After being informed of his/her rights and obligations, the student must also sign the specific internship agreement and in doing so accepts the conditions and commitments specified in the internship project, in the present agreement, in the URV's Internship Regulations and in all other general regulations that govern internships undertaken by university students.

6. The training project agreed between the URV centre and the collaborating entity will specify the exact nature of the internship for each student and will specify the educational objectives, the activities that the student must undertake and the professional competencies that the student is expected to acquire. It must specify how the internship will be coordinated, monitored and evaluated.

7. The student's requirements and all other conditions relating to the internship programme may not contravene under any circumstances the current regulations, which must also be applied in all circumstances not covered by the present agreement.

8. Each time an internship project is agreed on by the parties to the present agreement, the collaborating entity agrees to:

- a) Receive the student in an appropriate manner and provide him/her with all necessary information relating to the internship programme.
- b) Provide the student with all the resources needed to carry out the tasks that have been assigned to him/her.
- c) Inform the student, in writing, of the internal regulations in force at the place of work.
- d) Execute the training project and comply with the conditions established in the specific internship agreements and, if necessary, communicate any changes.
- e) Pay any agreed study grants directly to the student in the manner established by the specific internship agreements and comply with the applicable fiscal and social security regulations.
- f) Appoint a professional internship tutor from among the members of staff who work at the centre, unit or department of the collaborating entity where each student is engaged in internships. This tutor will supervise and evaluate the student's activities and training.
- g) Inform the professional internship tutor of the specific conditions and characteristics of the student's internship and of the tutor's rights and obligations regarding the supervision, training and evaluation of the student.
- h) Inform the academic tutor at the URV if the internship is prematurely terminated due to unforeseen circumstances.
- i) Issue, at the request of the student, a certificate that accredits the nature of the student's internship and the student's level of achievement.

Notwithstanding the aforementioned commitments, professional internship tutors have the rights and obligations stipulated in article 11 of Royal Decree 592/2014, of 11 July, which regulates external academic activities undertaken by university students.

9. The Faculty/School to:

- a) Specify and define, with the support of the collaborating entity, the nature of the internship project that the student is to undertake.
- b) Appoint an academic internship tutor from among the members of its teaching staff. The academic internship tutor will, in conjunction with the professional internship tutor, supervise the internship project to determine the student's level of achievement. In the case of curricular internships, the academic internship tutor will also evaluate the student's performance and award him/her an academic grade.
- c) Inform the student of his/her rights and obligations while undertaking the internship project at the collaborating entity.

- d) Issue, at the request of the professional internship tutor, a certificate accrediting the professional tutor's role in providing tuition and supervision during the student's internship programme.

Notwithstanding the aforementioned commitments, academic internship tutors have the rights and obligations stipulated in article 12 of Royal Decree 592/2014, of 11 July, which regulates external academic activities undertaken by university students.

10. Students engaged in internships have the rights stipulated in article 9.1 of Royal Decree 592/2014, of 11 July, which regulates external academic activities undertaken by university students. Specifically, they have the right to engage in the activities relating to their academic and professional training and in activities concerning representation and participation, provided that they give sufficient notice to the collaborating entity. In particular, students have the right to be absent from the place where they are engaged in their internship if they need to:

- a) Attend tutorials or examinations.
- b) Attend activities organised by URV entities in which the student is required to participate or to act as a representative.
- c) Attend a medical appointment.
- d) Attend to personal situations or attend any other academic activities required by their URV tutors.

In the case of curricular internships, the academic tutor and the professional tutor must agree on the manner in which the student will make up for or compensate any hours that he/she has missed as a result of formal leaves of absence or absences due to illness or accident. When making this decision, the academic tutor and the professional tutor must take into account specific circumstances that led to the absence and the extent to which the student has achieved or will achieve the objectives of the internship project.

11. Students must also comply with the obligations stipulated in article 9.2 of Royal Decree 592/2014, of 11 July. In particular, they must:

- a) Start the internship on the agreed day and to comply with the timetable established in the agreement.
- b) Immediately inform the academic internship tutor of any incident that affects the execution of the internship (e.g. withdrawal by the student, unsuitability of the internships, lack of tutor, etc.).
- c) Carry out their internship in accordance with the instructions of the professional tutor and the pre-agreed training programme.
- d) Respect the internal rules and regulations of the collaborating entity and in particular maintain professional secrecy and under no circumstances use or disclose to third parties any information relating to the company or entity or its activities to which the student has had access during the internships, without authorization from the company or entity.
- e) Present any reports required regarding the execution of the internship and complete any satisfaction questionnaires that may be required of him/her.

12. Any dispute that may arise during an internship programme should be resolved by mutual agreement between the URV centre and the collaborating entity. If this is not possible, either of these parties may make a written request for the premature termination of the internship programme. This written request must state the party's reasons for wishing to terminate the programme and must be sent to the other party and to the student. The student may also submit a written request for the premature termination of the internship programme to both parties.

13. As far as possible, both parties agree to resolve amicably any dispute, discrepancy or complaint that may arise between the two parties that is the result of the execution or interpretation of the present agreement. If this is not possible, the matter will be resolved by the courts and tribunals of Tarragona.

14. The parties agree to maintain the strictest confidentiality regarding the information, data and documentation to which they have access by virtue of the present agreement and any subsequent specific agreements. The parties also agree not to use the information, details and documentation for purposes other than those specified in the present agreement and to comply with the regulations governing the protection of personal data. Personal data may only be accessed or shared with a third party when this is expressly permitted by the present agreement and any subsequent specific agreements or when stipulated by the law.

15. This agreement will come into force from the moment in which it is signed, it will have a duration of four years and it may be extended by addenda. The total number of extensions may not exceed four years.

16. This agreement may be terminated if the activities that are the object of the agreement are completed or if there is cause for the agreement to be rescinded. Causes of rescission are:

- a) The expiry of the agreement without any extension being agreed upon.
- b) The unanimous agreement of all signatories.
- c) The non-compliance with the obligations and commitments assumed under the agreement by one of the parties.

In this last instance, any of the parties may notify the non-compliant party that it has a certain period to comply with the obligations and commitments. This requirement must be communicated to the individual responsible for the mechanism regarding the monitoring and control of the execution of the agreement and to the other parties.

If this period expires without the necessary compliance, the party that made the original notification must inform that other signatories that the agreement has been rescinded. If the agreement is terminated in this manner, any parties that consider themselves to have suffered damages as a result may seek compensation from the other non-compliant parties.

- d) A legal declaration that the agreement has been annulled.
- e) Any cause different from those listed previously in the present agreement or in other laws.

In all cases, all the tasks and commitments agreed on in the specific agreements and which are in progress at the time of termination of the present agreement must be completed.

17. This document will be published on the Transparency Portal of the URV in accordance with article 8 of Law 19/2014, of 29 December, regarding transparency, access to public information and good government.

And, in witness whereof, the parties sign the present agreement per duplicat, en idioma català i anglès, amb signatures de certificat digital.

Tarragona, 27th April 2021

The Head of the Student Office
at the Universitat Rovira i Virgili
(as authorised by the rector in the
resolution dated 3 Novembre 2020)

[signature]

Ms Spanish Team Leader of Diet Doctor
AB

[signature]



MARIA COLELL GONZALEZ





**UNIVERSITAT
ROVIRA I VIRGILI**

(logo of the collaborating entity)

**ANNEX TO THE EDUCATIONAL COOPERATION AGREEMENT REGARDING
EXTERNAL INTERNSHIPS**

**SPECIFIC INTERNSHIP AGREEMENT BETWEEN THE UNIVERSITAT ROVIRA I
VIRGILI AND [name of the collaborating entity]**

BY AND BETWEEN

[OPCIÓ A. EN EL CAS D'ENSENYAMENT OFICIAL URV: GRAU I MÀSTER]

Mr /Ms [full name of the dean or director of the URV centre], [position of the dean or director of the URV centre] of the [URV centre] of the Universitat Rovira i Virgili (hereafter, the URV), as delegated by the rector of the URV in accordance with the resolution passed on 13 June 2018. The URV's address is C/Escorxador, s/n, post code 43003 Tarragona, and its tax identification number is Q9350003A.

[OPTION B. EN EL CAS D'ENSENYAMENT OFICIAL URV: DOCTORAT]

Mr Josep Ribalta Vives, Director of the Postgraduate and Doctoral School of the University Rovira i Virgili (hereafter, the URV), by authorisation of the rector, Dr María José Figueras Salvat, as specified in the resolution of 3 June 2019. The URV's address is C/Escorxador, s/n, post code 43003 Tarragona, and its tax identification number is Q9350003A.

[OPCIÓ C. EN EL CAS DE TÍTOL PROPI URV]

Ms Cori Camps Llauredó, Vice-Rector for Institutional Relations, Culture and Social Engagement of the Universitat Rovira i Virgili (hereafter, the URV), as authorised by the rector in the resolution passed on 13 July 2018. The URV's address is C/Escorxador, s/n, post code 43003 Tarragona, and its tax identification number is Q9350003A.

And Mr /Ms [full name of the representative of the collaborating entity], [position] of [name of the collaborating entity] (hereafter, the collaborating entity). The [acronym of the collaborating entity] is based at [address], and its tax identification number is [...].

Both parties declare under their own responsibility that they have the necessary legal capacity to sign the present agreement..

CLAUSES

ONE: In the frame of the educational cooperation agreement signed by both entities on [...], both parties agree that student whose details are provided below will undertake an internship project with the following characteristics:

STUDENT WHO IS TO UNDERTAKE THE INTERNSHIP		
Full name:		Tax identification number:
Date of birth:	Telephone:	Email:
Course:		
Postal address:		

COLLABORATING ENTITY	
Professional tutor:	
Position or role of the professional tutor:	
Telephone:	Email:
Person responsible for administering the internship:	
Telephone:	Email:

FACULTY/SCHOOL	
Academic tutor:	
Department:	
Telephone:	Email:
Person responsible for administering the internship:	
Telephone:	Email:

INTERNSHIP PROGRAMME	
Address of the place where the internship will take place:	
Unit, department or ambit of work (if necessary):	
Type of internship:	
(Only to be completed for curricular internships) Subject: _____ Number of credits:	
Start date of internship:	End date of internship:
Timetable (indicate hours and days of the week): _____. Total duration of the internship programme at the collaborating entity: _____ hours	
Payment by the collaborating entity in the form of a study assistance grant, if applicable: _____ (indicate the payment, if applicable or enter "no payment") € _____ (indicate frequency of payment, e.g. monthly, weekly, daily, hourly, single payment, etc.)	

TWO. The internship programme agreed by the URV centre and the collaborating entity has the following characteristics:

EDUCATIONAL OBJECTIVES OF THE INTERNSHIP PROGRAMME
<i>Indicate the overall objective of the internship programme.</i>
COMPETENCIES TO BE ACQUIRED BY THE STUDENT
Specific, transversal and core competencies:
<i>Indicate the competencies according to type.</i>
INTERNSHIP ACTIVITIES TO BE UNDERTAKEN BY THE STUDENT
<i>Describe the specific tasks that the student will undertake.</i>
COORDINATION AND SUPERVISION OF THE INTERNSHIP
During the internship programme the student must be regularly supervised by the professional tutor and the academic tutor. To supervise the internships, the tutors must work together to determine and agree on the nature of the training project, to monitor both the student's progress and any possible issues that may arise and, finally, to assess the internship and collate the reports on which the student's final evaluation will be based, if appropriate.

EVALUATION OF THE INTERNSHIP

The academic tutor will evaluate the internship academically in accordance with the procedures established by the [University or the Lifelong Learning Centre of the URV Foundation]. The grade awarded for curricular internship will be based on, among other elements, the final reports written by both the professional tutor and the student. Doctoral degrees will be graded on the bases of the Doctoral Student Activities Document (DAD). The University may also conduct quality surveys to determine levels of satisfaction with the internships.

THREE. The internship project to be undertaken by the student has been agreed on by the URV centre and the collaborating entity.

The student signs this agreement in full knowledge of his/her rights and obligations and agrees to:

1. Undertake the internship under the conditions stipulated in the training project.
2. Carry out the activities stipulated in the project and to comply with the obligations specified in the educational cooperation agreement between the URV and the collaborating entity.
3. Follow the instructions of the professional tutor at the collaborating entity and comply with the internal regulations of the entity.
4. Maintain professional secrecy and confidentiality regarding all information that he/she receives during the internship programme at the collaborating entity, and not to reveal this information or reproduce in any way outside the collaborating entity or outside his/her meetings with the academic tutor.
5. Authorise the handling of his/her personal information solely for the purposes of administering the agreement and the subsequent internship programme.

And, in witness whereof, the parties sign three identical versions of this agreement in the place and on the date specified below, with one version for the University, one version for the collaborating entity and one version for the student.

Tarragona, _____ 20....

[EN EL CAS D'ENSENYAMENT OFICIAL URV: GRAU O MÀSTER]

The Dean of the faculty or
school of the Universitat
Rovira i Virgili
(as authorised by the
rector in the resolution
dated 13 June 2018)

The [position] of the
[*name of the collaborating
entity*]

[signature]

[signature]

[EN EL CAS D'ENSENYAMENT OFICIAL URV: DOCTORAT]

The director of the Postgraduate
and Doctoral School of the Universitat Rovira i Virgili

(as authorised by the rector
in the resolution dated 3 June 2019)

[signature]

[EN EL CAS DE TÍTOL PROPI URV]

The Vice-Rector for Institutional
Relations, Culture and Social
Engagement of the Universitat Rovira i
Virgili

(as authorised by the rector in the
resolution dated 13 June 2018)

[signature]

The internship student

[signature]

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