



AGREEMENT N°: .....

**On one side:**  
Mr. ....  
with National Identification Document..... as Director of Educational Centre.....  
Centre Code ..... Address .....  
County of ..... Street .....  
Postal Code..... Company Identification Number..... Telephone..... Fax.....

**And on the other:**  
Mr. ....  
With National Identification Document ..... as legal representative of the Company.....  
.....  
with address in..... county of ..... country.....  
street..... Postal code.....  
Company Identification Number..... Telephone..... Fax.....

**EXPOSE**

- That both parts reciprocally recognize capacity and legitimacy to suit.
- That the object of the present agreement is to establish the collaboration between the companies they represent for the development of a **Training Programme** in Working Centres, for students studying Regulated Professional Training.
- The professional module of Training in Working Centres is regulated by Article 11 of Royal Decree 1538/2006, of 15th December, by the general ordination of the vocational training that the educational system establishes.

**AGREE**

- To subscribe the present Agreement of collaboration for the development of the professional module of training in working centres of Training Cycles and training practices of other teaching, in agreement with the rules emitted by the Education Council of the Community of Madrid for the present academic year, which both parts know and accept, and to that prepared in the clauses that figure on the back of this page.
- Incorporate during their validity period the nominal relationships of students welcomed (**Relationship of students**), the programming of the training activities to be developed by these in the companies (**Training Programme**), and the documents that facilitate their follow-up and evaluation.

Approved by Area Director	In ..... on ..... of ..... of .....
Signed.:	DIRECTOR OF EDUCATIONAL CENTRE      COMPANY REPRESENTATIVE (PD. Order 5547/2007, of 25th October Official State Bulletin BOCM. 7-11-2007)
Date: .....	Signed.: .....      Signed.:

## CLAUSES

**FIRST.-** The students that figure in the «**Relationship of Students**» of the present agreement will develop the programmed training activities (**Training Programme**), on the centre premises or working centres of the signing company, or, in their case, in those places where the company develops its productive activity, without implying any industrial relationship with it.

**SECOND.-** The company commits to the carrying out of the programming of training activities that have been previously agreed with the educational centre, follow up and evaluation of the progress of students, together with the tutor of the educational centre, revision of the programming, if once initiated the practice period and in view of the results, it were necessary.

**THIRD.-** The company will appoint a coordinator of the training activities to be carried out in the working centre, who will guarantee the student's guidance and consultation, facilitate relationships with the teacher-tutor of the educational centre and will provide assessment reports which will contribute to evaluation. For this purpose, access to the company, evaluation and supervision of the process will be facilitated to the teacher-tutor of the educational centre.

**FOURTH.-** Each student will have a follow up document and evaluation of activities carried out, which will be supervised by the company director in collaboration with the tutor of the educational centre. In this document the most significant training activities carried out in the company will be recorded, with a record of the results obtained, which the Director of the company will fill out.

**FIFTH.-** The company or collaborating entity will not be able to cover, not even temporarily, any job in the company with the student who carries out training activities in it, unless a working relationship of economic consideration is established to this effect for services contracted. In this case, it will be considered that the student has abandoned the training programme in the working centre, this fact being communicated by the collaborating company or institution to the Director of the Educational Centre, who will inform the corresponding Area Headquarters.

**SIXTH.-** The students will not receive any payment for the carrying out of training activities in the company.

**SEVENTH.-** The length of this agreement is one year starting from its signing, considering automatic continuation when none of the parties demonstrate the contrary. It will be possible to cancel it by mutual agreement between the educational centre and the collaborating institution, or by accusation by one of the parties, which will be communicated to the other with a minimum of fifteen days notice, when any of the following circumstances arise:

- a) Closing of the educational centre or the collaborating company.
- b) Impossibility of adequate developing of programmed activities, because of unforeseen causes.
- c) Non compliance with the clauses established in the collaboration agreement in connection with the norms for those that the scheduled activities are governed.

Similarly, one or more students can be refused participation in the agreement by unilateral decision of the educational centre, collaborating institution, or both, in the following cases:

- d) Repeated absences or unpunctuality without justification.
- e) Incorrect attitude or lack of production.
- f) Non compliance with the training programme in the working centre.

In any case, the educational centre should inform the Area Director of the extinction or rescission of the agreement.

The workers' representatives in the working centres will also be informed about the specific contents of the training programme that the students subject to the collaboration agreement will develop: duration, timetable of activities, and localisation of the working centre or centres where these are carried out.

**EIGHTH.-** Any incident that could occur will be covered by the School Insurance, in accordance with the regulation established by Decree 2078/71 of 13th of August (Official State Bulletin 13<sup>th</sup> of September). This will be without prejudice of the policy that the Education Council can subscribe as an additional insurance in order to improve compensation, cover damage to third parties or civil liability.

**NINTH.-** At all times, the student will carry his/her National Identity Document and educational centre identification card.

**TENTH.-** Expenses caused by the development of actions covered in this agreement will be co-financed, at a rate of 50 %, by the European Social Fund, within the axis 3 "Increase and improvement of human capital", high priority topic 72 of the Operative Programme of the Community of Madrid, period 2007-2013.

**ELEVENTH.-** The Entity is subject to the control, follow up and checking by the General Intervention of the Community of Madrid and to inspection by the Chamber of Accounts. It is also subject to control and checking of the European Union, Administrative Unit of the European Social Fund (Ministry for Employment and Immigration), and General Headquarters of European Affairs (Community of Madrid).