



**COLLABORATION AGREEMENT BETWEEN THE UNIVERSITY OF CASTILLA-LA MANCHA WITH TAX CODE
Q1368009E AND
<<name of company/institution>>
WITH TAX CODE <<company/institution tax code>> FOR THE UNDERTAKING OF STUDENT WORK EXPERIENCE**

In Ciudad Real, on <<date of signing>>

BY AND BETWEEN

Amaya Romero Izquierdo, domiciled for the purposes of this agreement at C/ Altagracia 50, CP 13071 Ciudad Real, in his capacity as Vice-Chancellor for Students and Employability at the University of Castilla-La Mancha, in accordance with the powers attributed to her, by virtue of the agreement of Governing Council of the University of Castilla-La Mancha dated April 14 of 2023, which delegates the power to approve the academic and research collaboration and cooperation agreements to the statutory bodies established in the Resolution of 13/01/2025 (DOCM of 15/01/2025)

And <<company representative>>
for and on behalf of <<company/institution name>>,
with the registered address of

Both parties recognize their mutual competence and full legal capacity to execute this Educational Cooperation Agreement and that purpose for

DECLARE

FIRST: That one of the functions of the University of Castilla-La Mancha, in accordance with article 1.2 b) of the Organic Law of Universities and article 2.1 c) of its statutes, is to prepare students for the execution of professional activities which require the application of scientific knowledge and methods and artistic creation.

SECOND: That one of the aims of the university is to establish lines of action needed to offer students comprehensive training with regard to their professional development in companies and institutions, and if appropriate, lay the foundations for future research and development programmes.

THIRD: That both organisations agree on the importance that the practical training of university students has for society in general as the end beneficiary of university graduates with a more complete preparation.

FOURTH: Both the University of Castilla-La Mancha and the company / institution consider that the development of their tasks can be improved through collaborative work placements for university students as part of the Cooperative Education Program, which is regulated by the Royal Decree 592/2014 of July 11, and the Rule of External Academic Practices of students at the University of Castilla-La Mancha approved by the Governing Council on 26 February 2013.

Therefore the signatories agree to execute this educational cooperation agreement, according to the following

CLAUSES

FIRST: Purpose

The purpose of this agreement is to establish a framework for collaboration between
<<company/institution name >>



hereinafter referred to as company/institution, and the University of Castilla-La Mancha, hereinafter referred to as UCLM, for the carrying out of curricular and extracurricular external academic work experience by the latter's students, the aim of which is to allow these students to apply and complement the knowledge acquired in their academic training, thus promoting the acquisition of competences to prepare them for the practice of their professional activities.

SECOND: Students

In virtue of this agreement, the students of UCLM who meet the requirements established will be able to carry out external academic work experience in the company/institution.

THIRD: Commitment document

The student or students who conduct external academic work experience in the company/institution will sign the work experience commitment document included as an annexe to this agreement, which will then be filed in their records and will be made available to the other signatory of this agreement.

FOURTH: Student training programme and number of study hours

The training programme, the minimum time commitment and the external academic work experience activities to be carried out by the student will be established in conjunction by the two signatories and will be reflected in the annexes of each individual student, with the approval of the academic tutors and the company.

FIFTH: Work experience system, schedule and timetable

The time spent by the student at the organisation where the external academic work experience is conducted will be adjusted to the schedule, timetable and system of leave of absence to which the student is entitled in accordance with the existing regulations and will be established in conjunction as indicated in the preceding clause. In any event the timetables will be compatible with the academic, training, representation and participation activities undertaken by the student at the university.

SIXTH: Relationship between student and company

The undertaking of external academic work experience by students under this agreement will in no case give rise to the obligations typical of a contractual work relationship, nor may the content of the work experience give rise to the substitution of the professional services typical of a job.

SEVENTH: Study grants

The company/institution may establish a fund or study grant for students which will be paid directly to them. In the event of this payment being established by the company/institution, this must be reflected for informational purposes in the work experience offer and in the annexe to this agreement.

EIGHTH: Student insurance

The University of Castilla-La Mancha signs a liability policy covering the risks resulting from the student's activity within the company / institution, as well as claims for workplace accidents comprising death, permanent disability, medical-surgical care and health costs.

NINTH: University academic tutor

An academic tutor will be named who will be made responsible for the correct development of the external academic work experience. This appointment will be made by the UCLM educational centre in which the student who is to conduct the work experience is enrolled. The academic tutor will be responsible for communication with the company/institution tutor and the student during the course of the work experience.

TENTH: Company/institution tutor

The company/institution will appoint a responsible tutor with the professional experience and knowledge required to conduct effective tutorship. This company tutor will be responsible for maintaining the



relationship with the student and the academic tutor. The UCLM will issue a document accrediting the participation of the company tutor in the practical training of the students.

ELEVENTH: Data protection

The personal data obtained and processed in relation to the present agreement will be treated in accordance with REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016 on the protection of individuals with regard to the processing of personal data and the free movement of such data, repealing Directive 95/46/EC (General Data Protection Regulation), and in accordance with Organic Law 3/2018, of 5 December on the Protection of Personal Data and Digital Rights, and the University of Castilla-La Mancha's Code of Conduct in relation to the protection of personal data. In addition, the parties undertake to adopt the technical and organizational measures required to guarantee the security of the personal data processed.

TWELFTH: Monitoring, surveillance and control mechanisms for the implementation of the agreement.

The signatory entities shall collaborate at all times in accordance with the principles of good will and efficiency, in order to ensure the correct execution of the terms of this Agreement. Similarly, these entities shall try to resolve any controversy that may arise on the occasion of the interpretation and compliance with this Agreement in an amicable manner. To this effect, the entities authorise the natural persons signing the Agreement or delegated by them to jointly agree to act as a mechanism for monitoring, surveillance and control of its execution and of the commitments acquired by the signatory entities

THIRTEENTH: Duration, cancellation and modification of the agreement

a) This Agreement will become effective the day after it is signed and will remain in force for the period of four years. At the end of this period, its extension may be unanimously agreed, with a duration that may not exceed four years, unless at any other time before the end of the period foreseen previously, an extension of four additional years is agreed to or if express notice is given by any of the parties a month before this agreement is due to expire.

b) The parties may make changes to this agreement at any time by mutual agreement. Said changes must be written down and recorded in the annexe to this agreement. This agreement may be terminated ensuring the correct completion of the activities or programmes carried out under the terms of the agreement, in the following cases:

1. By mutual agreement, which must be authorised by agreement by the signatories.
2. By the causes established in the currently existing regulations

FOURTEENTH: Jurisdiction

Any conflict which may arise during the development of this agreement will be resolved by mutual agreement. If an agreement is not reached, both parties agree to submit the matter to the appropriate administrative courts.

In the aforementioned place and date this educational cooperation agreement is signed in triplicate by:

FOR THE UNIVERSITY

FOR THE COMPANY

Signed: Amaya Romero Izquierdo

Signed: **NAME OF REPRESENTATIVE**