**Term of Agreement**

**Agreement to offer traineeships for students, based on Law 11.788 / 2008 and Resolution of USP nº. 5.528 / 2009.**

**[NAME OF THE COMPANY]**, CNPJ No. **XX.XXX.XXX/XXXX-XX** represented in the form of its constitutive acts, hereinafter referred to as GRANTOR and the UNIVERSITY OF SÃO PAULO, a state autarchy under a special regime, based in São Paulo (Capital), registered in the CNPJ under no. 63.025.530 / 0001-04, hereinafter referred to as INSTITUTION OF EDUCATION, in the interest of the **School of Architecture and Urbanism**, herein represented by its Director, *Profa. Dra. Ana Lucia Duarte Lanna*, by delegation of competence of M. Rector, under the terms of Ordinance GR nº 6,580 of 10/21/2014, art. Article 1, resolve to sign this Agreement, pursuant to Law No. 11,788 / 2008 and Resolution of USP No. 5.528 / 09, by means of the following clauses and conditions :

**FIRST CLAUSE - PURPOSE**

The present agreement aims to establish the indispensable conditions for the feasibility of granting the educational complementation stage with the Grantor of Internship to the students regularly enrolled in the courses of Architecture Urbanism and Design of the *School of Architecture and Urbanism* of the *University of São Paulo*.

**SECOND CLAUSE - TARGETS TO BE ACHIEVED**

2.1 The internship should provide for the complementation of teaching and learning, especially in the areas of Architecture and Urbanism / Design, to be planned, executed, monitored and evaluated in accordance with the curricular structure of the courses.

2.2 The internship should be understood as an activity of professional practice that integrates the learning teaching process, configuring a methodology that contextualizes and puts into action the learning.

**CLAUSE THREE - OBLIGATIONS OF THE INSTITUTION OF TEACHING**

3.1 to establish norms and procedures to comply with the internship;

3.2 to supervise the internship of students;

3.3 to establish criteria for the accreditation of its supervisors;

3.4 to analyze and discuss the work plan developed by the intern at the internship site, aiming at the learning from the perspective of theory and practice;

3.5 to forward the trainee, by means of a cover letter, without which the trainee cannot begin the internship;

**CLAUSE FOUR - OBLIGATIONS OF THE GRANTOR**

4.1 to provide the trainee with adequate conditions for the internship;

4.2 to guarantee to the trainee the fulfillment of the school requirements, including with respect to the supervision schedule carried out by the Faculty of Architecture and Urbanism of the University of São Paulo;

4.3 to provide the trainee with valid experiences for the complementation of teaching and learning, as well as the material for its execution, except for the scientific autonomy of the work developed;

4.4 to accept the accreditation of supervisors in accordance with clause 3.3;

4.5 to guarantee supervisors accredited by the Faculty of Architecture of the University of São Paulo to carry out supervision, if necessary;

4.6 to ensure, through the participation of supervisors, guidance on the development of the project, program and activities;

4.7 to provide, officially, all kinds of information about the development of the internship and activity of the trainee that may become necessary, or be requested by the Faculty of Architecture and Urbanism of the University of São Paulo.

**FIFTH CLAUSE - OF THE LEGAL RELATIONSHIP OF THE INTERNSHIP**

The accomplishment of the internship, by the student, will not entail employment bond of any nature.

5.1 The GRANTOR, at its own discretion, when granting compulsory internships, may remunerate the students enrolled in its Internship Program through the granting of an educational complement stipend, whose value will be expressly established in the Term of Commitment, based on the monthly total of hours of internship.

Sole paragraph: In the case of non-compulsory internships, the granting of the aforementioned stipend and the granting of transportation assistance by the grantor shall be compulsory.

5.2 The importance of the scholarship, as it is not of a salary nature, does not fall under the Brazilian social security FGTS regime and will not suffer any discount, including social security, except for the withholding of income tax, when due.

5.3 The trainee shall be insured against personal accidents, the expenses of which shall be borne by the GRANTOR or by the INSTITUTION OF EDUCATION.

**CLAUSE SIX - TERM OF COMMITMENT**

It will be signed, with compulsory intervention of the *School of Architecture and Urbanism of the University of São Paulo*, the Term of Commitment that, for each internship, will particularize the special legal relationship between the student-trainee and the GRANTOR, as well as the financial resources destined to support the possible grant of a stipend.

**CLAUSE SEVEN - DURATION**

This agreement shall be in force for a period of five (5) years from the date of signature, which may be extended for equal or shorter periods. After the maximum term of 05 (five) years, where there is interest of the participants, a new instrument must be formalized.

**CLAUSE EIGHT - WITHDRAWAL**

This agreement may be denounced at any time, by any of the parties, by express communication, at least 60 (sixty) days in advance.

Sole Paragraph: If there are pending, the parties shall define, through a Closing Agreement, the responsibilities related to the completion of the internships and other obligations.

**CLAUSE NINE - FORUM**

In order to resolve any doubts that may arise in the execution and interpretation of this Agreement, the forum of the Capital of the State of São Paulo, in one of the Varas da Fazenda Pública, is elected, excluding any other, even privileged ones.

And by being fair and agreed, the parties sign the present term in two (2) copies.

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**Ana Lucia Duarte Lanna**

*School of Architecture and Urbanism*

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**[Name of the company’s legal representative]**

*[COMPANY NAME]*