

WHO IS RESPONSIBLE FOR TRAINING THE TRAINEE IN SECURITY MATTERS?

The verification of the general and/or specific training in the field of Security for students carrying out the internship with external subjects is the responsibility of the Host Company/Structure, which know their own degree of internal risk.

It is also possible to ask students to submit the security certificates already carried out [through Unibo](#) and/or on their own behalf, if they are suitable and valid.

OPERATIONAL (MAIN) LOCATION OF THE INTERNSHIP AND TRANSFERS/EXITS; WHAT MEASURES?

The internship Programme must include the address of the internship's place of operation and its Establishment/Department/Office. Any other secondary locations already known and necessary for the performance of the internship activities must be indicated in the programme within the designated fields, with the address and name of the Structure.

It is also recommended to detail as much as possible the modalities of the planned field trips (eg: specify the place/areas of interest and whether the trainee will be accompanied in the trips and supervised by the tutor on site).

REGISTRATION IN APPLICATION OF INTERNSHIPS AND SIGNING OF AN AGREEMENT

- By connecting to the [Online Internship Service for Companies/Entities](#) to **register**, you can select the context/recipient by choosing the Study Course of the student for whom an internship is being activated (in case the student is already known > *dedicated offer*) or by affinity, with respect to their own work field, with one of the available Study Courses and Campus. In both cases, the agreement stipulated will be valid to host in a curricular internship students enrolled in all University Study Courses.
- The **signing of the Agreement** takes place according to digital signature of draft agreement, the validity of which will be of 5 years. Structures that do not have a digital signature and CEM/ PEC (certified e-mail), can communicate it at the Internship Office, which will send a revised model for handwritten signature.