



Univerza v Mariboru

Fakulteta za turizem

Cesta prvih borcev 36  
8250 Brežice, Slovenija

1. Univerza v Mariboru, Fakulteta za turizem, Cesta prvih borcev 36, 8250 Brežice, ki jo zastopa dekanica izr. prof. dr. Marjetka Rangus (v nadaljevanju: FT UM)

*1. University of Maribor, Faculty of tourism, 36, Cesta prvih borcev, Brežice, 8250, represented by the dean Assoc. Prof. Dr Marjetka Rangus (hereinafter: FT UM)*

2. Organizacija, v kateri študent/ka opravlja praktično usposabljanje (v nadaljevanju: organizacija):

*2. Organization where the student performs practical training (hereinafter: organization):*

Naziv: \_\_\_\_\_

Title: \_\_\_\_\_

Naslov: \_\_\_\_\_

Address: \_\_\_\_\_

Davčna št.: \_\_\_\_\_

Tax number: \_\_\_\_\_

Zakonit zastopnik: \_\_\_\_\_

Legal representative: \_\_\_\_\_

3. Študent/ka:

Ime in priimek: \_\_\_\_\_ Vpisna številka: \_\_\_\_\_ Davčna št.: \_\_\_\_\_

Naslov: \_\_\_\_\_

3. Student:

Name and surname: \_\_\_\_\_ Registration number: \_\_\_\_\_ Tax number: \_\_\_\_\_

Address: \_\_\_\_\_

Sklepajo

Enter into

**POGODBO O PRAKTIČNEM USPOSABLJANJU ŠTUDENTA V ŠTUDIJSKEM LETU \_\_\_\_\_**

**ŠT. 075/\_\_\_\_/\_\_\_\_-PP-\_\_\_\_/100\_\_\_\_**

**CONTRACT REGARDING THE PRACTICAL TRAINING OF A STUDENT IN THE ACADEMIC YEAR**

**Number 075/\_\_\_\_/\_\_\_\_-PP-\_\_\_\_/100**

#### **I. Predmet pogodbe**

##### ***I. Subject of the contract***

Pogodba ureja medsebojna razmerja, pravice in obveznosti pogodbenih strank pri izvajanju praktičnega usposabljanja v študijskem letu \_\_\_\_\_, v okviru študijskega programa, ki ga izvaja FT UM, in sicer (obkrožite):

- a. drugega letnika visokošolskega strokovnega študijskega programa Sodobne turistične prakse v obsegu 160 ur v organizaciji in 20 ur seminarja v predavalnici.
- b. tretjega letnika visokošolskega strokovnega študijskega programa Sodobne turistične prakse v obsegu 400 ur v organizaciji in 20 ur seminarja v predavalnici.
- c. tretjega letnika univerzitetnega študijskega programa Turizem: sodelovanje in razvoj v obsegu 400 ur v organizaciji in 20 ur seminarja v predavalnici.

The contract regulates mutual relations, rights and obligations of the contract client when executing practical training in the academic year \_\_\_\_\_, within the Tourism study program, which is implemented by FT UM. (Circle properly):

- a) Second year of higher professional study program Contemporary tourism practices in the range of 160 hours in organization and 20 hours of seminar in classroom.
- b) Third year of higher professional study program Contemporary tourism practices in the range of 400 hours in organization and 20 hours of seminar in classroom.
- c) Third year of university study program Tourism: cooperation and development in the range of 400 hours in organization and 20 hours of seminar in classroom.

## II. Vsebina in potek praktičnega usposabljanja

### II. Content and course of practical training

Praktično usposabljanje poteka pod vodstvom mentorja, ki ga določi organizacija (v nadaljevanju mentor) in koordinatorja praktičnega pouka, katerega določi FT UM (v nadaljevanju koordinator). Mentor, določen s strani organizacije, mora imeti vsaj visokošolsko strokovno izobrazbo ali pet let primerljivih delovnih izkušenj.

Praktično usposabljanje poteka skladno s programom, ki ga pred podpisom te pogodbe potrdira mentor in koordinator in je priloga te pogodbe (v nadaljevanju Program).

Organizacija za izvedbo praktičnega usposabljanja v skladu s to pogodbo določi mentorja:

- ime in priimek: \_\_\_\_\_,
- elektronska pošta: \_\_\_\_\_, telefon \_\_\_\_\_.

*Practical training is carried out under the guidance of a mentor, who is appointed by the organization (hereinafter: mentor) and the coordinator of the practical training, who is appointed by FT UM (hereinafter: coordinator). Mentor, appointed by the organization, must at least have a higher professional education or five years of comparable work experience. Practical training takes place in accordance with the program which must be approved by the mentor and coordinator before signing the contract and is an annex to this contract (hereinafter: program).*

In order to carry out practical training in accordance with this contract, the organization designates a mentor:

- Name and surname: \_\_\_\_\_,
- E-mail: \_\_\_\_\_, Telephone: \_\_\_\_\_.

## III. Obveznosti študenta/ke

### III. Obligations of the student

Študent/ka se zavezuje, da bo:

- upošteval/a predpise o varnosti in zdravju pri delu, pazljivo opravljaj/a delo in uporabljal/a predpisana zaščitna sredstva, da zavaruje svoje življenje in zdravje ter življenje in zdravje drugih oseb,
- v skladu z veljavno zakonodajo opravil/a ustrezen zdravstveni pregled,
- redno in v skladu s Programom opravlja/a praktično usposabljanje in upošteval/a navodila mentorja in koordinatorja,
- varoval/a poslovno skrivnost organizacije,
- izdelal/a zaključno pisno Poročilo o opravljenem praktičnem usposabljanju in ga po končanem praktičnem usposabljanju zagovarjal/a pred koordinatorjem praktičnega usposabljanja na FT UM,
- povrnil organizaciji morebitno z njegove strani naklepno ali iz malomarnosti povzročeno škodo.

The student commits himself/herself to:

- comply with the regulations regarding the safety and health at work, carefully perform the tasks and use the prescribed protection measures to protect his/her life and health as well as the life and health of the others,
- carry out an appropriate medical examination in accordance with the applicable legislation,
- regularly perform practical training and take into account instructions from the mentor and coordinator in accordance with the program,
- guard the business secret of the organization,
- write a final written report on completed practical training and, after completing the practical training, to advocate the thesis before the Practical Training Coordinator at FT UM,

- *refund the damage, which was caused deliberately or negligently, to the organization.*

#### **IV. Obveznosti FT UM**

#### **IV. FT UM obligations**

FT UM se zavezuje, da bo:

- imenovala koordinatorja praktičnega usposabljanja na FT UM, ki bo spremljal študenta/ko,
- vodila ustrezno dokumentacijo o poteku izvajanja praktičnega usposabljanja študenta/ke ter študentu/ki nudila strokovno pomoč pri izvajanju praktičnega usposabljanja
- spremljala usposabljanje študenta preko koordinatorja praktičnega usposabljanja,
- študenta/ko zavarovala oz. zanj plačala prispevek za posebne primere zavarovanja, v skladu s tretjim odstavkom 20. člena Zakona o pokojninskem in invalidskem zavarovanju (Uradni list RS, št. 96/2012, ZPIZ-2).

*FT UM commits itself to:*

- *appoint a practical training coordinator at FT UM, who will monitor the student's work,*
- *keep appropriate documentation regarding the course of the practical training of the student and to provide professional assistance in carrying out practical training,*
- *monitor the training of the student with the help of a practical training coordinator,*
- *insure the student or to pay a contribution for special cases of insurance in accordance with the third paragraph of Article 20 of the Pension and Disability Insurance Act (Official Gazette of the Republic of Slovenia, No. 96/2012, ZPIZ-2).*

#### **V. Obveznosti organizacije**

#### **V. Obligations of the organization**

Organizacija se zavezuje, da:

- bo praktično usposabljanje študenta/ke izvedla skladno s programom, ki je priloga te pogodbe,
- da bo mentorju, določenem v točki II, omogočila opravljanje svetovanja in nadzora nad izvajanjem praktičnega usposabljanja,
- bo omogočila svetovanje in nadzor praktičnega usposabljanja koordinatorju iz FT UM;
- pred začetkom opravljanja praktičnega usposabljanja seznanila študenta/ko z delom in nalogami, ki jih bo opravljal/a,
- študenta/ko seznanila s predpisi o varnosti in zdravju pri delu ter s splošnimi in posebnimi nevarnostmi ter ukrepi za varno delo pri opravljanju praktičnega usposabljanja in mu/ji nudila potrebna zaščitna sredstva,
- v skladu z veljavno zakonodajo študenta/ko napotila na ustrezen zdravstveni pregled in krila stroške zdravstvenega pregleda,
- študentu/ki svetovala, ga usmerjala pri izdelavi Poročila o praktičnem usposabljanju ter ga po koncu usposabljanja potrdila,
- ob zaključku praktičnega usposabljanja izdala študentu/ki Potrdilo o izvedbi praktičnega usposabljanja,
- varovala osebne podatke študenta/ke v skladu z veljavno zakonodajo,
- v skladu s 17. in 49. členom Zakona o zdravstvenem varstvu in zdravstvenem zavarovanju (Uradni list RS, št: 9/92, s spremembami, ZZVZZ) zavarovala študenta/ko za primer poškodbe pri delu in poklicne bolezni za vsak mesec, v katerem študent/ka opravlja delo.

*The organization commits itself to:*

- *carry out the practical training of the student in accordance with the program attached to this contract,*
- *enable the mentor, who was specified in point II, to provide advice and supervision over the implementation of practical training,*
- *provide advice and supervision of practical training to the FT UM coordinator,*
- *inform the student about the work and tasks that he / she will perform before the commencement of the practical training,*
- *inform the student with the regulations regarding occupational safety and health, general and special dangers and measures for safe work in the provision of practical training and to offer him / her the necessary protective measures,*
- *send the student to an appropriate medical examination and cover the costs of the medical examination in accordance with applicable legislation,*
- *advise the student, guide him/her in the preparation of the Practical Training Report and to confirm it after the end of the training,*
- *issue the student a Certificate of Practical Training at the end of the practical training,*
- *protect personal data of the student in accordance with the applicable legislation,*

- insure the student in case of injuries at work and occupational diseases for each month of work in accordance with Articles 17 and 49 of the Health Care and Health Insurance Act (Official Gazette of the Republic of Slovenia, No. 9/92, as amended by the ZZVZZ).

**VI. Veljavnost pogodbe**  
**VI. Validity of the contract**

Ta pogodba je sklenjena za študijsko leto \_\_\_\_\_. Pogodba lahko preneha sporazumno ali zaradi neizpolnjevanja pogodbenih obveznosti ene od pogodbenih strank. Odpoved pogodbe zaradi neizpolnjevanja pogodbenih obveznosti ene od pogodbenih strank mora biti podana s priporočeno pošto ostalima pogodbenima strankama in prične učinkovati z dnem prejema zadnje pogodbene stranke.

*This contract is concluded for the academic year \_\_\_\_\_. The contract may be terminated by mutual agreement or due to the failure of not fulfilling the contractual obligations of one of the parties. Termination of the contract due to the failure of not fulfilling the contractual obligations of one of the contracting parties must be made by registered letter to the other contracting parties and shall be valid from the date of the last contracting party.*

**VII. Reševanje sporov**  
**VII. Resolving the conflicts**

Morebitne spore, povezane s pogodbo, bodo stranke reševale sporazumno. Če sporazuma ne morejo doseči, bo spor reševalo stvarno in krajevno pristojno sodišče po sedežu FT UM.

*The arbitrary disputes related to the contract will be resolved by agreement between the parties. If the agreement cannot be reached, the dispute will be resolved by the local court according to the headquarters of FT UM.*

**VIII. Končne določbe**  
**VIII. Final provisions**

Pogodba je sklenjena v treh (3) enakih izvodih, od katerih prejme vsaka pogodbeni stranka po en (1) izvod. Pogodba prične veljati na dan, ko jo podpiše zadnja pogodbeni stranka.

*The contract is concluded in three (3) identical copies. Each contracting party receives one (1) copy. The contract shall enter into force on the day when it is signed by the last contracting party.*

Datum: \_\_\_\_\_  
Zakoniti zastopnik organizacije:  
\_\_\_\_\_

Date: \_\_\_\_\_  
Legal representative of the  
organization: \_\_\_\_\_

Datum: \_\_\_\_\_  
Študent/ka:  
\_\_\_\_\_

Date: \_\_\_\_\_  
Student: \_\_\_\_\_

Datum: \_\_\_\_\_  
Dekanica FT UM  
izr. prof. dr. Marjetka Rangus

Date: \_\_\_\_\_  
FT UM Dean  
Assoc. Prof. Dr Marjetka Rangus