



## Contract for the Trainee Service Period for Students for the Bachelor of Technology Management and Marine Engineering

This contract is agreed upon by Fredericia College of Marine and Technical Engineering, the student and the company where the student completes the professional trainee service period.

### Fredericia Maskinmesterskole

Købmagergade 86

7000 Fredericia

Contact: Susanne Ketil, ske@fms.dk, mobile phone: 2713 0069

### Company:

Address:

Contact:

Phone number:

E-mail:

### Bachelor's student

Name:

Address:

Phone number:

E-mail:

The final professional service trainee period lasts a period of time corresponding to a minimum of 10 weeks of 37 working hours. A maritime contract can be reduced to eight weeks if the student has a 6-day working week. In each contract, the company and the student agree on the actual professional service trainee period and content of internship under supervision of Fredericia College of Marine and Technical Engineering.

### Fredericia College of Marine and Technical Engineering undertakes to comply with the following conditions by endorsing the professional trainee service agreed on by the trainee and the company:

- To be available for the company in relation to advice concerning agreement of trainee service and bachelor's projects.
- To assign somebody from the school to be responsible for the trainee service/contact.
- To inform the company so that the professional trainee period will benefit the student and the company to the utmost.
- To contribute to solving problems and working out challenges in the cooperation between the company and the trainee.
- To supervise the completed log book.
- That the school supervisor visits the trainee at the company in which they complete the professional trainee service period. If the final service trainee period takes place abroad or at sea, a visit is not required.



**The company undertakes to comply with the following conditions by agreeing on employing the student in his/her professional service period:**

- To be able to offer a professional service period corresponding to 370 work hours corresponding to 10 work weeks as a minimum. The student and the company are allowed to agree on their own how the work hours will be spent.
- To agree on a specific contract in case special claims are advanced in terms of salary, illness, holidays and/or other circumstances.
- To perform work and have a field of activity that requires approaches acquired by bachelors of technology management and marine engineering for carrying out the tasks.
- To make sure the trainee will work with project planning of specific practical tasks in the company.
- To contribute to preparing a professional service period for the trainee that contains a number of elements corresponding to the work tasks of a newly qualified bachelor of technology management and marine engineering.
- To make sure that the student is covered by the warranty of the company during the service period.
- To affiliate a bachelor of technology and marine engineering or an employee with a different but closely related qualification (the company supervisor) to the trainee. This employee acts as the company's contact to the school.
- To be prepared for a visit in the company from the school supervisor during the trainee service period.
- Contribute to evaluating the service period by the trainee's log book.
- That the final professional trainee service period at sea takes place in a maritime merchant ship with propulsion machinery of 750 kW or above.

**The trainee undertakes to comply with the following condition during his professional service period:**

- To make sure every party has a signed contract before the service period begins.
- To meet precisely at the agreed upon time.
- To undergo the same control features and requirements which are valid for the company employees in general and at all times.
- To undertake participating in everyday work to the extent that the company want this.
- To participate in work that takes place normal working hours if it is estimated necessary in proportion to the trainee's education or at other special circumstances.
- To complete and hand in a log book. The student must make sure the logbook is endorsed by the company where the student completes his/her trainee period.
- If the originally agreed upon period of internship is altered, the student is obligated to inform Annette Rungstrøm at [aru@fms.dk](mailto:aru@fms.dk)
- If the student does his/her internship abroad, then the student will be obliged to examine the coverage of insurance concerning occupational injuries offered to him/her by the employee. In case the employee does not cover employee insurance, the student will have to pay for his/her own insurance coverage in form of a full-time accident insurance. *Maskinmestrenes Forening* (the Danish union for marine engineers) offers such insurance as part of their membership benefits.
- The student is obligated to inform FMS if they receive a salary paid by the company. If the student receives a salary, he/she is responsible for cancelling SU.

The internship is paid

The internship is unpaid



FREDERICIA  
**MASKINMESTERSKOLE**

**The above is agreed upon by the student, the company and  
Fredericia College of Marine and Technical Engineering:**

\_\_\_\_\_  
Company, date

\_\_\_\_\_  
Student, date

\_\_\_\_\_  
Fredericia College of Marine and Technical Engineering, date

Duration of the internship: From \_\_\_\_\_ until \_\_\_\_\_  
Date Date



## Bilag 1: Bekendtgørelse om uddannelsen til maskinmester

### Kapitel 6

#### Praktik

**§ 12.** Uddannelsen indeholder to praktikforløb, virksomhedspraktik og professionspraktik.

Stk. 2. Virksomhedspraktik skal afvikles i forbindelse med værkstedsskolen.

Stk. 3. Professionspraktik skal afvikles i forbindelse med bachelorprojektet.

Stk. 4. Det påhviler uddannelsesinstitutionen at bistå den studerende med at finde egnet praktikplads med henblik på at sikre, at den krævede praktik kan gennemføres inden for den normerede tid.

Stk. 5. Praktik skal gennemføres i henhold til aftale mellem uddannelsesinstitutionen og praktikstedet. Uddannelsesinstitutionen skal indgå skriftlig aftale med praktikstedet om praktikforløb for studerende samt udføre vejledning af den studerende såvel før som under praktikforløbet.

Stk. 6. Der skal indgås skriftlig aftale mellem den studerende og praktikstedet. Praktikstedet skal udpege en ansat, der er kvalificeret som vejleder for den studerende.

Stk. 7. Det påhviler uddannelsesinstitutionen at være praktikstedet behjælpelig med udformningen af aftaler og administration i forbindelse med gennemførelse af praktik.

Stk. 8. Studerende, der har gennemført en af de i bilag 1 nævnte erhvervsuddannelser, fritages for værkstedsskole og virksomhedspraktik, men skal gennemføre professionspraktik.

Stk. 9. Øvrige personer, der har gennemført en erhvervsuddannelse eller har relevant erhvervs erfaring af mindst 2 års varighed, kan efter uddannelsesinstitutionens afgørelse ud fra en realkompetencevurdering tildeles merit for hele eller dele af værkstedsskoleundervisningen og virksomhedspraktikken. Den studerende skal dog under alle omstændigheder gennemføre professionspraktik.

#### Praktik til søs

**§ 13.** Inden praktik til søs påbegyndes, skal den studerende have gennemført relevant uddannelse i søsikkerhed, førstehjælp, arbejdssikkerhed til søs og brandbekæmpelse, jf. STCW-kodens sektion A-VI/1, paragraf 2, mindst omfattende punkterne 2.1.1.1, 2.1.1.3 og 2.1.1.4, og have erhvervet bevis herfor.

Stk. 2. Praktik til søs skal finde sted i et søgående handels- eller fiskeskib, eller et skib, som hører under Søværnet, med fremdrivningsmaskineri på 750 kW eller derover.

Stk. 3. Praktikstedet, dvs. rederiet, skal være godkendt af Styrelsen for Videregående Uddannelser og Uddannelsesstøtte i henhold til gældende bekendtgørelse om godkendelse af rederier til praktik og om tilskud til praktikplads i skibe.

Stk. 4. Praktik til søs skal foregå under vejledning af en kvalificeret maskinofficer og skal gennemføres i henhold til en af Styrelsen for Videregående Uddannelser og Uddannelsesstøtte godkendt uddannelsesbog.

Stk. 5. Uddannelsesinstitutionen skal sikre korrekt anvendelse af uddannelsesbog i overensstemmelse med studieordningen samt sikre den nødvendige opfølgning i tilfælde, hvor uddannelsesbogen ikke kan godkendes.

#### Praktik i land

**§ 14.** Praktik i land skal finde sted i en virksomhed, der er godkendt af uddannelsesinstitutionen.

Stk. 2. Ved praktik i land skal uddannelsesinstitutionen sikre, at der opstilles uddannelsesmål for den studerende, og at opnåelse af disse mål dokumenteres i en logbog eller anden egnet dokumentation.



## Bilag 2: Beskrivelse af indholdet i maskinmesteruddannelsen

### **PROFESSIONSPRAKTIK: 15 ECTS-POINT**

Professionspraktikken skal lære den studerende at arbejde udviklingsorienteret og problemløsende med professionen som maskinmester. Den studerende skal ved at drage sammenhænge mellem erfaringer og teoretisk viden kunne identificere og analysere emner, områder og problemstillinger, der er centrale i forhold til professionen som maskinmester. Praktikken skal føre til udveksling af erfaringer og værdier mellem uddannelse og profession/erhvervsliv samt etablering af netværk.

#### **Professionspraktikken indeholder følgende centrale temaer:**

1. Projektplanlægning af praktisk arbejde på virksomheder.
2. Maskinmesterrelevant arbejde hvor teknik, arbejdsmiljø, ledelse og økonomi kombineres.

### **BACHELORPROJEKT: 15 ECTS-POINT**

Den studerende skal lære at arbejde udviklingsorienteret med planlægning og gennemførelse af et projekt. Den studerende skal ved at drage sammenhænge mellem erfaringer, praktiske færdigheder og teoretisk viden kunne identificere og analysere problemstillinger, der er centrale i forhold til professionen som maskinmester.

Den studerende skal tilegne sig en særlig indsigt i et emne, område eller problem og skal gennem projektarbejdet lære systematisk problemformulering og -behandling samt indsamling og analyse af datamateriale, herunder relevante resultater fra forskning og udvikling.

Den studerende skal anvende sammenhænge mellem teori og praktik i sit bachelorprojekt.