

## Contract

Between .....

(Name and address of the training company)

and

Mr. / Mrs. ....

living .....

- hereinafter referred to as "apprentice" -

legally represented by .....

becomes the following vocational training contract for training in the training occupation

.....  
.....

concluded in accordance with the training regulations:

### **§ 1 Duration of training**

a. The training period is according to the training regulations .....  
years / months. The training starts on ..... and ends on .....  
.....

b. The probationary period is ..... months. If the training is interrupted for more than a third of this time during the probationary period, the probationary period shall be extended by the period of interruption.

c. If trainees exist before expiry of the period under a. the apprenticeship period ends, the vocational training relationship ends with the announcement of the result by the examination board.

d. If apprentices fail to pass the final examination, the vocational training relationship will be extended to their request until the next possible re-examination, with a maximum of one year.

## **§ 2 Training center**

The training takes place at the employer's workplace (training center)

## **§ 3 Obligations of the employer**

The employer agrees

- a. to ensure that the trainee is provided with the professional capacity necessary to achieve the training objective and to carry out the vocational training in accordance with the attached information on the factual and temporal structure of the training process in such a way that the training objective can be achieved within the envisaged training period
- b. train yourself or expressly instruct one / a personally and technically suitable / suitable instructor / trainer and inform the trainee in writing
- c. to give the trainee the training regulations free of charge before beginning the apprenticeship
- d. to provide the trainee with the training materials, in particular tools, materials and technical literature free of charge, for training in the company and inter-company training centers and for passing intermediate and final examinations, including those after completion of the vocational training relationship and in temporal relation to it take place, are required
- e. to stop and release the trainee to attend the vocational school. The same applies if training is required outside the training center
- f. as far as written proof of training is kept, to hand it over to the trainee for vocational training free of charge and to supervise the proper guidance by regular signing
- g. registration with the competent authority, including the contractual agreements and - in the case of trainees under the age of 18 - a copy or multiple production of the medical certificate on the initial examination in accordance with § 32 of the Youth Employment Protection Act without delay after completion of the vocational training contract.

#### **§ 4 Duties of the trainee**

The trainee must strive to acquire the professional capacity necessary to achieve the training objective. In particular, he / she undertakes to

- a. Carefully carry out the tasks assigned to him / her in the course of their vocational training
- b. to attend vocational school lessons and examinations and training outside the training center.
- c. to follow the instructions given to it in the context of the vocational training of trainers, trainers or other authorized persons, insofar as they have been made aware of their authority
- d. to observe the regulations applicable to the educational establishment
- e. To treat tools, machines and other equipment with care and to use them only for the work assigned to him / her
- f. to keep confidential about business and trade secrets
- g. to provide prescribed written evidence of formal training properly and to submit it regularly
- h. If the company training, vocational training or other training events are omitted, the trainer must be informed immediately, stating the reasons. In the event of incapacity to work due to illness lasting more than three calendar days, the trainee shall provide a medical certificate of incapacity for work and its probable duration not later than the following working day. The trainer is entitled to demand the submission of the medical certificate earlier. If the inability to work lasts longer than indicated in the certificate, the trainee is required to produce a new medical certificate.

#### **§ 5 Remuneration**

The trainer pays the trainee an appropriate remuneration; it is monthly

€ ..... gross in the first year of training

€ ..... gross in the second year of training

€ ..... gross in the third year of training

The fee will be paid no later than the last working day of the month. The compensation (holiday pay) accruing on the vacation time is paid out before the holiday begins.

**§ 6 Training time and vacation**

The regular daily training time is ..... hours.

The employer grants the trainee a holiday according to the applicable regulations. There is a holiday entitlement of ..... days per year.

**§ 7 probationary period and termination**

During the probationary period, the vocational training relationship can be terminated without notice and without giving reasons. After the probationary period, the vocational training relationship can only be terminated for good cause without observing a period of notice or

by the trainee with a notice period of four weeks if he / she wants to give up vocational training or wants to be trained for another job.

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Place and date

.....

Signature employer signature employee

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Place and date

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Signature employer signature employee