INTEGRATIVE PROJECT AGREEMENT

# PREAMBLE

Collégial international Sainte-Anne is a private, college-level educational institution in Québec, accredited by the Québec Ministry of Education and governed by the *Act Respecting Private Education* and the *College Education Regulations*.

Second-year students of all programs at Collégial international Sainte-Anne are required to complete a credited, end-of-study integrative project during the final weeks of their fourth semester of studies. This integrative project provides students with a unique and rich learning experience that is directly related to their chosen program of studies. All integrative projects must be multidisciplinary and provide the student with an opportunity for practical application of skills acquired during his or her studies.

This agreement governs the relationship between the parties, as well as their respective rights and obligations pertaining to the organization of the end-of-study integrative project (hereafter referred as PROJECT).

# THE PARTIES

## Person (Organization) - Resource (hereafter referred as RESOURCE)

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| --- | --- |
| Name : |  |
| Email : |  |

## Person - Contact (hereafter referred as CONTACT) (*if different than Person - Resource*)

|  |  |
| --- | --- |
| Name : |  |
| Email : |  |

## Student (hereafter referred as STUDENT)

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| --- | --- | --- | --- |
| Name : |  | Permanent Code : |  |
| Email : |  | | |

## Supervisor (hereafter referred as SUPERVISOR)

|  |  |
| --- | --- |
| Name : |  |
| Email : |  |

## Collégial international Sainte-Anne (hereafter referred as CiSA)

1300 boulevard Saint-Joseph, Montréal (Québec) H8S 2M8

Duly represented by :

Rachel Gendron, Director  
(514) 637-5000 ext. 812  
Rachel.gendron@sainteanne,ca

Daniel Sincu, Academic Dean  
(514) 637-5000 ext. 811  
Daniel.sincu@sainteanne.ca

# THE PARTIES AGREE TO THE FOLLOWING:

* The PROJECT will take place between April 10 and May 18, 2020. The exact duration will be determined by the STUDENT and the RESOURCE, with the SUPERVISOR’s agreement.
* The PROJECT allows the STUDENT to take part in the daily or weekly activities going on at the RESOURCE, or to those organized by him or herself, if that applies, as well as to share different aspects of his or her academic project with the RESOURCE, and/or to complete his or her work related to the academic project in collaboration with the RESOURCE.
* The RESOURCE will accompany the STUDENT in order to create adequate conditions for the carrying out of the PROJECT, without making this a part of a working contract.
* The CONTACT assures the communication with CiSA, particularly in cases of exceptional circumstances that could occur during the PROJECT. The CONTACT has no legal responsibility whatsoever. The RESOURCE and the CONTACT could be the same person.
* The SUPERVISOR is a CiSA professor who is responsible for evaluating the STUDENT’s PROJECT and who is in charge of coordinating the PROJECT. All questions regarding the carrying out of the PROJECT should be answered by consulting the SUPERVISOR.
* The RESOURCE and the CONTACT can also contact directly Mrs Rachel Gendron or Mr. Daniel Sincu for all matters or for additional information during the PROJECT.
* The STUDENT is covered by CiSA’s **civil liability insurance** both within as well as outside Canada.
* The STUDENT acknowledges that, unless there is a special authorization, all information to which the STUDENT has direct or indirect access whilst carrying out the different tasks chosen by the RESOURCE should be held as **confidential** (documents, knowhow, research projects, activity routines, etc.). The STUDENT also undertakes to maintain the confidentiality of this information during the *Correspondances* event, May 22-23, 2020.
* The STUDENT undertakes to follow the different rules, routines and regulations that apply at the place of the PROJECT, as well as to respect the philosophy and the internal rules and directions suggested by the people in charge or by the RESOURCE.
* Should any of the PARTIES fail to respect its obligations or, in case of improper action or unmotivated absences by the STUDENT, a PARTY can end this convention through a written notice to the other PARTIES.

# PROJECT DESCRIPTION

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**APPROVAL OF THE PRESENT AGREEMENT**

By the preparation of this convention and sending this document electronically, the STUDENT, the SUPERVISOR and the CiSA representative confirm their acceptance of the terms of this Agreement.

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STUDENT SUPERVISOR CiSA

By entering his full name, the date of reading of this document and returning this document electronically, the RESOURCE, and the CONTACT when applicable, confirm the acceptance of the terms of this Agreement.

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RESOURCE DATE CONTACT DATE