Trainee COVENANT for Internship Program

*After carefully reading the following statements, please tick or put your* ***initials in each box*** ☐　***below, and sign*** *on the second page.*

I　　　　　　　 (Put your name here) agree to enter into an internship agreement with my host supervisor at Hokkaido University for the purpose of participating in the internship program in the Faculty of Engineering at Hokkaido University by the terms and conditions as provided below.

To the Supervisor,　 (Put your host supervisor name here)

☐　My entry to Japan is only for participation in the Faculty/ Graduate School/ School of Engineering, Hokkaido University Internship Program. I understand the aim of the program and will do my best to promote mutual international understanding and to stimulate my technical knowledge.

☐　During my stay in Japan as a trainee in the Faculty/ Graduate School/ School of Engineering, Hokkaido University, I will not be involved in any paid labor outside the campus. I will leave Japan before the expiry of my visa.

☐　I will observe Japanese laws and regulations and will not engage in any criminal or immoral activities. I acknowledge that I shall be responsible for any incident that is a result of illegal or careless behavior In the unfortunate event that I am involved in an unavoidable incident, I also acknowledge that the Supervisor will provide necessary humanitarian aid, but the Supervisor will not pay for incurred expenses.

☐　I confirm that the following products are prohibited entry into Japan. I am aware that the custom will inspect my luggage at ports of entry and contraband items will be subject to severe penalties.

-Illegal drugs such as cocaine, amphetamines, or marijuana

-Firearms such as handguns, hunting rifles

-Pornography (books /DVDs)

-Forged currency

-Articles that infringe intellectual property rights, e.g., counterfeits

-Animals and plants, or related goods listed in the Washington Treaty and the Invasive Alien Species Act, meat products, vegetables, fruits

☐　In my training program, I will fully observe the regulations of the Supervisor. If particular care is required so as not to damage the properties, facilities, and equipment, I will follow all requirements and directions to be given by the Supervisor.

☐　During and after the internship program, I will not leak the host supervisor’s confidential information concerning his/ her research to third parties. Any Intellectual property rights relating to the invention during the internship shall belong to the host supervisor.

☐　I will respect Japanese customs and manners during my stay in Japan and will promote international friendship.

☐　Intentional damage to the Supervisor’s properties may result in my being requested to cease or halt my training. In such cases, I understand the disciplinary action and will obey the order from the Supervisor.

☐　I agree to obtain my own insurance and to submit a copy of the Certificate of Insurance Policy (health insurance and liability for damages) prior to coming to Japan. I will be responsible for any expenses which will not be covered by this insurance.

☐ [Only for those who stay for more than 90 days with a long-term visa] I understand that I will be required to enroll in the National Health Insurance at ward office when I register my residency within 14 days from arrival in Japan.

☐　I confirm that Supervisor is not responsible for or liable for any accidents and/or incidents related to my personal matter.

☐　I’m supposed to leave Japan right after the training period is over. However, if I want to stay in Japan a little longer, Supervisor cannot be held responsible.

☐　If I obtain financial assistance, I will seek permission from the funding body when I leave Hokkaido University before completion of the internship. If it is necessary, I will return the fund to the funding body.

☐　I hereby certify that I have read and fully agree to be bound by the terms and condition of this Covenant. I agree to leave Hokkaido University as soon as possible if I break any of the above-mentioned terms and conditions. If I need to leave Japan, I am responsible for the cost of my return to my home country. I agree that the Dean of Faculty/ Graduate School/ School of Engineering will notify my home university about the cause of my return.

Trainee’s First Name and Surname in block letters

Trainee’s Signature Date (date/month/year)

Supervisor’s Name in block letters

Supervisor’s Signature Date (date/month/year)