



**Important: this version of the document is a sample only – final contract may vary**

## Culinary Studies and Internship Program Participant Contract

This contract agreement is between the program applicant \_\_\_\_\_ identified by passport number \_\_\_\_\_ issued by the country of \_\_\_\_\_ and Study in Israel LLC, a part of the Lirom Global Education Ltd. (referred to as Lirom).

Whereas: the applicant intends to participate in the culinary and cooking studies and internship program in Tel Aviv, titled the Culinary Institute of Israel, which is organized and operated by Study in Israel LLC and Lirom Global Education Ltd.

The Culinary Institute of Israel is a personal development program intended for young chefs and cooks who have some experience and would like to expand their skills and knowledge of the Israeli and Middle Eastern cuisine. The program is composed of both culinary arts studies held at ORT Dan Gourmet culinary center or similar culinary institution and an internship in hotels and hotel-run restaurants or restaurants in Tel Aviv. Lirom Global Education Ltd is the organizer, promoter, and operator of this program.

A) Lirom retains the right to reject any applicant at any stage of the application process for any reason, without notice, and return any fees paid.

This contract outlines the participant's rights and obligations. By signing this document, the applicant confirms that he/she is able to meet the requirements of the program and intends to meet his/her obligations to the fullest. Signing this agreement does not guarantee your place in the program; it signifies your understanding of what the program entails.

### Student Rights

**Lirom will offer each participant the following services and living conditions:**

+ Accommodation in apartments located in Tel Aviv area:

Participant's signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- Two people sharing a bedroom
- Each apartment has 2-4 bedrooms, kitchen and living room (and at least 1 bathroom).
- The apartments are air-conditioned
- The following housing expenses are covered, electricity, gas, water, housing committee, city taxes, maintenance,)
- Apartments include washing machine, microwave, refrigerator, cooking hob, electric kettle, wi-fi internet, basic cooking and eating utensils and equipment
- Each participant receives a single-size bed, mattress, 1 pillow and 1 pillowcase, 1 blanket, and 1 bed sheet.
- Apartments will be cleaned by an external cleaning company once a week. Only bedrooms that are tidy will be cleaned. The cleaners do not wash dishes left in sink or do laundry.

+ 3 meals a day at the hotel employee dining room - entails travel to the hotel, (meals will not be delivered to the apartments),

+ Bus pass for the Tel Aviv metropolitan area, monthly "Rav Kav" covering Zone 1.

+ Medical insurance (some limitations may apply) – see medical insurance guide,

+ \$200-\$550 monthly stipend based on the number of internship hours,

- paid in USD

- Paid by the 10<sup>th</sup> day of the following month

- May be paid in cash or cash-card.

+ 15 culinary workshops at ORT Dan Gourmet (or similar) in Israeli and Middle Eastern cuisine, each 6-8 hours each, (workshops are composed of lectures and cooking practice),

+ up to 50 academic hours of theoretical studies on a range of topics, which may include, but it not limited to: History of Israel, Middle East overview, Kosher culinary, and 'First 100 words in Hebrew' language lessons,

+ End of program certificates showing for completing studies and internship

+ 6 single-day sightseeing tours throughout Israel,

+ Internship in large Tel Aviv hotels in the hotel's dining rooms and restaurants: 140-176 internship hours per month

+ Minimum of 3 station rotations in the kitchens,

+ Uniforms and work shoes to be used during internship,

Participant's signature: \_\_\_\_\_

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+ Knife-set

+ Local coordinator to address internship related questions

If any of the above mentioned services are not provided, for any reason, Lirom reserves the right to offer suitable alternatives or offer compensation.

## Obligations

As you can see, this program covers almost all you will need to live and study in Israel for 6 months, and still it is very affordable. The reason for this is that the hotels greatly value the internship and share in the program's expenses, which makes the internship a critical part of this program.

1. I will follow the rules of the program, as given to me by the representative of Study in Israel, ORT Dan Gourmet (or similar cooking school), and the College of Law and Business (CLB).

## Studies Obligations

2. I will meet the academic requirements from the lessons taught at the culinary school and at CLB. This includes:
  - a. Attending no less than 95% of classes.
  - b. Completing assignments and assessment exams on time.
  - c. Coming prepared to the culinary workshops with my knife set, and safety shoes.
  - d. Coming prepared to language class, including notebook and writing utensil.

If I am unable to meet the academic requirements, I understand that I risk expulsion or not receiving a certificate of completion for my studies.

## Internship Obligations

As a personal growth program, you may choose to expand your experience and intern up to 176 hours a month. While you must meet a minimum of 140, and not exceed more than 176 hours a month, the amount of hours you intern in the hotel are **set by you**. Note that sick days not authorized by a doctor do not count towards your internship hour tally.

3. I will complete a minimum of 140 hours of professional internship each month.

Participant's signature: \_\_\_\_\_

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4. 9 hours shifts are calculated as 8 hours of internship and 2 half-hour break.
5. Shifts may not extend more than 12 internship hours a day. This is mandated by law.
6. You may not intern more than 176 internship hours per month.
7. I understand that if I am repeatedly unable to complete the monthly amount of internship hours, my monthly stipend will be reduced or revoked, and the organizer reserves the sole right to expel me from the program.
8. Internship days can be on any of the 7 days a week, where you and your internship supervisor at the hotel determine which day you are off.
9. I will follow the hotel's HR guidelines and procedures, which also include instructions on appearance, kitchen hygiene, shift hours, and conduct in the kitchen, the hotel, and with guests.
10. The monthly stipend will be based on the number of internship hours you choose to complete:
  - For completing 140 hours, you will receive \$200.
  - For completing 150 hours, you will receive \$300.
  - For completing 160 hours, you will receive \$400.
  - For completing 176 hours, you will receive \$550.

## Code of Conduct Obligations

The legal drinking age in Israel is 18 and above. All narcotic drugs are considered illegal substances in Israel. Since the culinary classes and internship are in environments which require safety precautions and awareness, students who arrive to class or the hotel drunk, high, or 'hung-over' will not be allowed to participate. This will reduce their attendance rate and the number of monthly internship hours.

11. No recreational or addictive drugs use allowed. Students with drug paraphilia found in their apartments risk expulsion and/or police involvement.
12. I will not get 'shit-face drunk'.
13. Sexual harassment will not be tolerated.

Participant's signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

14. No physical or verbal abuse or violence to others.
15. I will not engage in any political activity of any kind while a part of this program.
16. I will not engage in any criminal activity of any kind while a part of this program. I will not use or buy and/or sell illegal substances. I understand that being charged for a crime by the Israeli police means immediate expulsion.

## Housing Obligations

17. I understand that any equipment or personal items I bring with me to the program are my sole responsibility. (Since there are no TV in the apartment, we recommend bring a laptop).
18. I will refrain from causing damage to the accommodation, property or any equipment given to me by the program.
19. I understand that the \$300 apartment deposit will be returned to me at the program's end **only** if I leave the apartment in the same condition it was given to me. The cost of repairing any damage I caused may be deducted from the apartment deposit.
20. I will follow Lirom's house rules, which are:
- Try to keep the apartment tidy.
  - No loud music and noise between 22:00 and 7:00 AM.
  - No smoking inside the apartment, in all rooms! You may smoke on the open-air balcony. You are forbidden from climbing onto the roof.
  - I will not tamper with the fire detector / smoke alarms.
  - I will shut off the air-conditioner/water heater when I leave the apartment and try to conserve electricity as much as possible.
  - I will recycle in accordance with the municipality guidance. (Orange bins for food packages, Blue bins for paper and cardboard, etc.)

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21. I understand that I cannot refuse to have a roommate assigned to my room. We recommend to bring a friend with you to the program.

## Medical Declaration and Health Insurance:

22. I declare that I disclosed my medical condition or lack thereof, fully and truthfully. I declare that do not have a medical condition whatsoever that prevents me from being in contact with people or handling food preparation.

23. I understand that the medical insurance services offered do not cover pre-existing conditions and exclude alcohol, drug, pregnancy and extreme sports related medical treatments and dental services.

24. I understand that if a medical condition which needs treatment is found to be pre-existing and known prior to my arrival, the medical insurance may choose not cover the cost associated with treatment.

25. I understand that I will need to follow the procedure to receive non-emergency medical treatment in Israel, which may include visiting the regular hours' clinics, out-of-hours urgent-care clinics, online doctor consultations, hotel medic, or similar, prior to going to a hospital's emergency room. If I am charged for going to an emergency room for non-emergency medical attention without the proper referral, I understand that charges may be reduced from the \$300 deposit.

## Student Visa

All participants in this program are arriving to Israel on Student Visas only. This is the only visa which will allow participants to stay the full duration of the program. It must be made very clear: a student visa in Israel forbids students from working in Israel – it is not a work permit. If found engaging in paid employment, the participant risks expulsion from the program, charges from the immigration authority, and immediate return back to his/her home country.

26. I will not engage in paid work of any kind while in Israel on a student visa.

Participant's signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

27. I will obtain a student visa prior to the program start. I understand that without sending proof of this documentation, I may not start the program
28. I understand that the student visa is valid for my entire stay in the program and that I must leave the country once I complete the program.
29. I will not attempt to obtain a work permit or change my visa status while I am participating in the program.
30. I will not leave the country during the program period without written permission (email/whatsapp) from a Lirom representative.
31. I will not go to the Gaza Strip or West Bank territories during the program period.

## Reimbursement Policy

32. I will pay full tuition no later than 45 days prior to the program start or risk losing my place in the class.
33. If I leave at any time before the end of the program, I understand that I will not be reimbursed any part of my tuition.
34. If I am no longer in the program for any reason, I will make arrangement to leave Israel as soon as possible. I understand that my student visa will be invalidated.

Since we are not responsible for the immigration authority: If you applied for the student visa and were rejected, or were denied entry into the country even with a valid student visa, you will be reimbursed all fees paid to Lirom, specifically: your application fee, tuition, and apartment fee. We do not reimburse other expenses you may have made.

## Cancellation and Deferrment Policy

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Cancelling your participation in the program within 30 days before program start will result in a penalty and you will be reimbursed \$900 USD.

If you cancel within 7 days before program start or leave the program within the first month, you will be refunded only \$500 from your tuition once you returned your equipment and house key, and have a valid flight ticket out of Israel. The \$300 apartment deposit will be refunded in full, unless there's a valid reason to reduce it.

If Study in Israel initiates the cancellation of your registration, we will refund all payments made to us within 14 days of notification.

35. The organizers of this program reserve the right to add to or amend the rules and terms, and will notify you accordingly.

By signing below, I hereby confirm that I read and understand the above rules and regulation and will adhere to them fully. I understand that if I do not comply with these rules I may be expelled from the program and required to return to my home country without reimbursement.

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