



PROMOS - Company Form

Bitte füllen Sie dieses Formular elektronisch in deutscher oder englischer Sprache aus. Please insert this form in either German or English.

Company			
Name			
Division of placement			
Address			
Country			
www			
No. of employees			
	resentative signing the "Training Agreement" for the PROMOS student placement.	and	the
Title			
First name			
Last name			
Function			
Gender			
E-mail			
Telephone			
Fax			
Contact person/ 1	Tutor/ Supervisor of the placement		
Title			
First Name			
Last Name			
Function			
Gender		_	
E-mail			
Telephone			

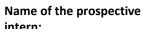




PROMOS – Job Description

Please note: the information provided in this form, will be used to assess the student's project and to decide whether or not he/she will be granted a stipend. Therefore, please take all necessary information into consideration and be as detailed as necessary to provide a good picture of the planned mobility. Thank you very much.

Timeframe						
First day of placement		Last d	ay of placement			
(dd.mm.yyyy)		(dd.m	m.yyyy)			
Duration in months						
Required language	skills of student					
Language		Level				
		+				
We are required to fund full-time internships. Therefore, we would be grateful, if you could provide us with the regular working hours (per week) of a full-time employee in your company and the working hours (per week) of the trainee, respectively. Weekly working hours in general						
Weekly working hours of the						
Benefits, like free accon appreciated. The trained Payment/Remuneration	e will receive the follo		• •	for the trainee is greatly		
Does the student receiv like free accommodation	efits,	Yes	No			
Value of non-monetary	benefits					
value of normalistally positions						
Short description of the company/organization and the place of work where the placement is to be completed.						





a) The working team of the trainee.



Training, supervision and continual assessment of the trainee's performance Please describe

b) How the trainee will be introduced into the company/ organization and his/ her tasks.						
c) How the trainee will be supervised. (e.g. consultations, regular						
evaluation of his/her development)?						
Detailed description of the trainee's tasks and their relationship to the trainee's course of studies						
a) Give a full outline of the trainee's tasks!						
b) Working areas in your company/organisation, resp. other companies, organisations or authorities which the trainee will have to cooperate with.						
c) Skills and knowledge which the student needs to apply to and which are necessary for the successful completion of the placement						
d) Description of the trainee's professional development in the course of the placement						