## AFTER THE MOBILITY

***Table D - Attendance & Traineeship Certificate by the Receiving Organisation/Enterprise***

*Please fill in this form* ***electronically****.*

|  |  |
| --- | --- |
| **Name of the trainee**  |  |
| **Name of the Receiving Organisation/Enterprise**  |  |
| **Start date and end date of physical mobility** | **From**[day/month/year] |  | **To** [day/month/year] |  |
| *The start and end date shall be the first day and last day that the trainee needed to be physically present at the Receiving Organisation.* |
|  **The traineeship included a virtual component** (=traineeship activities carried out by the trainee remotely):[ ]  Yes [ ]  No |
| If yes: | [ ]  The virtual activities to be carried out remotely during the physical mobility period |
|  | [ ]  The virtual activities to be carried out in this period during this period before/during/after the physical component: |
|  | Start and end date of virtual component: | ***From****[day/month/year]* |  | ***To****[day/month/year]* |  |
| **Total number of working hours** |  |
| **Traineeship title** |  |
| **Detailed programme of the traineeship (including the virtual component, if applicable):** |
| **If applicable, interruption period(s) (including reasons, start and end date),** **any other changes to the traineeship programme:** |
| **Knowledge, skills (intellectual and practical) and competences acquired (achieved learning outcomes):**  |
| **Evaluation of the trainee:**  |
| **Supervisor at the Receiving Organisation/Enterprise:**Name: E-Mail: Position: Date:*(Please do not sign the document before the end date of the traineeship.)* | Signature: |

*Electronic signatures are accepted on this document. An electronic signature can be a scanned signature or a locked PDF signature/other form of secure signature. Once signed, please send by e-mail to* ***practicas.internacionales@uam.es*** ***and to the student****.*

***Tick the most appropriate option according to the following scale:***

***1: Poor; 2: Fair; 3: Good; 4: Very good; 5: Excellent***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Fulfilment of obligations** | **1** | **2** | **3** | **4** | **5** |
| Attendance |[ ] [ ] [ ] [ ] [ ]
| Fulfilment of the training programme |[ ] [ ] [ ] [ ] [ ]
|  |
| **Execution of tasks** | **1** | **2** | **3** | **4** | **5** |
| The trainee has carried out the required activities |[ ] [ ] [ ] [ ] [ ]
| The trainee has successfully executed the tasks entrusted to him/her |[ ] [ ] [ ] [ ] [ ]
| The trainee has improved his/her knowledge in the techniques, tools and methodology that he/she applied during the training period |[ ] [ ] [ ] [ ] [ ]
| The trainee has improved his/her professional aptitudes and skills |[ ] [ ] [ ] [ ] [ ]
|  |
| **Aptitudes** | **1** | **2** | **3** | **4** | **5** |
| Level of integration in the organization |[ ] [ ] [ ] [ ] [ ]
| Motivation |[ ] [ ] [ ] [ ] [ ]
| Initiative |[ ] [ ] [ ] [ ] [ ]
| Responsibility |[ ] [ ] [ ] [ ] [ ]
| Creativity |[ ] [ ] [ ] [ ] [ ]
| Willingness to learn |[ ] [ ] [ ] [ ] [ ]
| Team work |[ ] [ ] [ ] [ ] [ ]
| Capacity for learning |[ ] [ ] [ ] [ ] [ ]
| Receptivity to criticism |[ ] [ ] [ ] [ ] [ ]