|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| EVALUATION OF THE TRAINETRAINEE NAME:UNIVERSITY:ORGANISATION NAME:COUNTRY:DETAILED SUMMARY OF STUDENT’S WORK:

|  |
| --- |
|  |

TRAI TRAINEESHIP PERIOD FROM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TO\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_RATING SYSTEM – Please rate the intern’s performance using the following 0-4 scale.4 – EXCELLENT/HIGHLY SATISFACTORY3 – SATISFACTORY/ GOOD 2 – FAIR / AVERAGE 1 – UNSATISFACTORY 0 – N/A***PERSONAL EVALUATION***1.Level of knowledge in the field:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

2.Ability to apply theoretical knowledge in practise:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

3.Use of ICT tools:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

4.Communication skills, oral and written expression:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

5.Efficiency[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

6.Organization skills:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

7.Interest in new knowledge, ability to learn:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

8.Knowledge of foreign languages:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

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|  |
| ***PROFESSIONAL SKILLS AND QUALIFICATION***1.Relationship with superiors: Comments[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

2.Communication with clients: Comments[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

3.Social media/software skills: Comments[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

4.Receiving criticism: Comments[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

5.Adaptability: Comments[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

 |

## 6.Regular attendance: Comments

[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

## 7.Independence Comments

[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

## 8.Responsibility: Comments

[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

## 9.Ability of teamwork: Comments

[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

## Overall rating of the trainee: Comments

[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4

|  |  |
| --- | --- |
| N/A | Excellent |

|  |  |
| --- | --- |
| ***INTERN’S MAIN STRENGTHS*** | ***RECOMENDATIONS FOR IMPROVEMENT*** |
|  |  |

Overall performance rating:

This assessment has been discussed with the student: YES / NO

If you had a position available, would you offer the student a job: YES / NO

Date and Supervisors signature:

\*This form must be presented to the trainee or to sending institution (consortium) in the original version!