

Trainee	Last name(s)	First name(s)	Date of birth	Nationality ¹	Sex [M/F]	Study cycle ²	Field of education ³
				Turkish	Female	1 st cycle	Nutrition and Dietetics
Sending Institution	Name	Faculty/ Department	Erasmus code ⁴ (if applicable)	Address	Country	Contact person name ⁵ ; email; phone	
	Hasan Kalyoncu University	Faculty of Health Sciences / Nutrition and Dietetics	TR GAZIAN03	Havaalanı yolu 8. Km 27410 Şahinbey/ Gaziantep	TURKEY	+90 342 211 80 80 ext 1152	
Receiving Organisation/ Enterprise	Name	Department	Address; website	Country	Size	Contact person ⁶ name; position; e-mail; phone	Mentor ⁷ name; position; e-mail; phone
	Erasmusland	Office of International Affairs	Via San Paolo, 44 -80138 Naples (NA) www.erasmuslandlife.com	ITALY	<input checked="" type="checkbox"/> < 250 employees <input type="checkbox"/> > 250 employees	Giulio LESBINI President giuliolesbini2087@gmail.com +39:3291097424	Giulio LESBINI President giuliolesbini2087@gmail.com +39:3291097424

Before the mobility

Table A - Traineeship Programme at the Receiving Organisation/Enterprise

Planned period of the mobility: from [month/year] June, 2021 to [month/year] August, 2021

Traineeship title: Summer Trainee

Number of working hours per week: 35

Detailed programme of the traineeship: (indicate on weekly basis if possible)

Yapılacakların Detaylı Anlatımı

Orientation Week (07/06/2021 - 13/06/2021)

In the first week of my internship, will meet with team members at Erasmusland organization and introduce myself. Will explain what expect from the organization and ask what they expect from me from the organization. The first week will be an orientation week.

Supporting the office work (14/06/2021 - 30/06/2021)

Will have a short period of training provided about organizational structure and knowing about the team. Will help students and inform them about events. Additionally, will support the team in all the necessary tasks.

Organization of Events (01/07/2021 - 31/08/2021)

As soon as get positive feedback from my office work, will organize events with team members. Internship will be in the fields of healthy Nutrition, Health and Sports activities. (Talking with students / student groups, various sports activities, cooking classes, etc.) To teach healthy eating habits and to encourage proper nutrition.

Traineeship in digital skills: Yes No

Stajınız dijital becerileri geliştirmeyi hedefliyor mu?

Knowledge, skills and competences to be acquired by the end of the traineeship (expected Learning Outcomes):

Staj sonu çıktıları

Practical competencies related to events carried out.

My ability to meet and communicate with different cultures will increase.

Communication in foreign language (English)

Transversals skills

- Presentation and communication, organizational skills, teamwork,

- Critical and innovative thinking,

- Self-discipline, self-motivation, self-confidence, work-discipline, gaining a flexible perspective.

- Global citizenship (Tolerance, openness, respect for diversity, intercultural understanding, etc.).

Improve English as well as Italian, adapting to the environment.

Monitoring plan: Staj boyunca sizden sorumlu olacak kişinin görevi

Will be monitored by my mentor in real time, supported with information about the details of my work and my progress will be checked a weekly base.

Evaluation plan:

Will be evaluated by my mentor according to my progress during the traineeship at the organization Erasmusland. Will keep a traineeship report and the document will be signed by my mentor.

Staj sonu değerlendirilmeniz hakkında

The level of language competence⁸ in English [indicate here the main language of work] that the trainee already has or agrees to acquire by the start of the mobility period is: A1 A2 B1 B2 C1 C2 Native speaker

Table B - Sending Institution

 Please use only one of the following three boxes:⁹

 1. The traineeship is **embedded in the curriculum** and upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent) ¹⁰	Give a grade based on: Traineeship certificate <input type="checkbox"/> Final report <input type="checkbox"/> Interview <input type="checkbox"/>
Record the traineeship in the trainee's Transcript of Records and Diploma Supplement (or equivalent).	
Record the traineeship in the trainee's Europass Mobility Document: Yes <input type="checkbox"/> No <input type="checkbox"/>	

 2. The traineeship is **voluntary** and, upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, please indicate the number of credits:
Give a grade: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, please indicate if this will be based on: Traineeship certificate <input type="checkbox"/> Final report <input type="checkbox"/> Interview <input type="checkbox"/>
Record the traineeship in the trainee's Transcript of Records: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Record the traineeship in the trainee's Diploma Supplement (or equivalent).	
Record the traineeship in the trainee's Europass Mobility Document: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

 3. The traineeship is carried out by a **recent graduate** and, upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent): Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, please indicate the number of credits:
Record the traineeship in the trainee's Europass Mobility Document (<i>highly recommended</i>): Yes <input type="checkbox"/> No <input type="checkbox"/>	

Accident insurance for the trainee

The Sending Institution will provide an accident insurance to the trainee (if not provided by the Receiving Organisation/Enterprise): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	The accident insurance covers:
	- accidents during travels made for work purposes: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> - accidents on the way to work and back from work: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
The Sending Institution will provide a liability insurance to the trainee (if not provided by the Receiving Organisation/Enterprise): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

Table C - Receiving Organisation/Enterprise

The Receiving Organisation/Enterprise will provide financial support to the trainee for the traineeship: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, amount (EUR/month):
The Receiving Organisation/Enterprise will provide a contribution in kind to the trainee for the traineeship: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please specify:	
The Receiving Organisation/Enterprise will provide an accident insurance to the trainee (if not provided by the Sending Institution): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The accident insurance covers: - accidents during travels made for work purposes: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> - accidents on the way to work and back from work: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
The Receiving Organisation/Enterprise will provide a liability insurance to the trainee (if not provided by the Sending Institution): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
The Receiving Organisation/Enterprise will provide appropriate support and equipment to the trainee.	
Upon completion of the traineeship, the Organisation/Enterprise undertakes to issue a Traineeship Certificate within 5 weeks after the end of the traineeship.	

By signing this document, the trainee, the Sending Institution and the Receiving Organisation/Enterprise confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. The trainee and Receiving Organisation/Enterprise will communicate to the Sending Institution any problem or changes regarding the traineeship period. The Sending Institution and the trainee should also commit to what is set out in the Erasmus+ grant agreement. The institution undertakes to respect all the principles of the Erasmus Charter for Higher Education relating to traineeships.

Commitment	Name	Email	Position	Date	Signature
Trainee	Beyza	@gmail.com	Trainee	16.04.2021	
Responsible person ¹¹ at the Sending Institution		@hku.edu.tr	Coordinator	28.04.21	Has Internat
Supervisor ¹² at the Receiving Organisation	Giulio LESBINI	giuliolesbini2087@gmail.com	President	22.04.2021	

