# Convocatoria de prácticas internacionales/ Call for international internship

# Convenio CEBE 2021 / CEBE 2021 Agreement

1. **HOST APPLICANT INFORMATION**

*This person is responsible for signing the Learning Agreement, amending it if needed, supervising the trainee during the traineeship and signing the Traineeship Certificate.*

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| --- | --- | --- | --- | --- | --- |
| **Name** |  | | | | |
| **Position** |  | | | | |
| **Contact**  **(e-mail, phone)** |  | | | | |
| **Department/Faculty. Institution** |  | | | | |
| **Organization Type**  **(see annex I)** |  | | | | |
| **Public body** | **☐ YES ☐ NO** | **Non-Profit** | **☐ YES ☐NO** | **Size** | **☐ < 250 employees**  **☐ >250 employees** |
| **Address; website** |  | | | | |

1. **PROJECT DESCRIPTION**

*Description of the project that will be done by the student-trainee at the host institution.*

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| **Wished period for mobility (1) : from (day/month/year) ............ to (day/month/year) .................** |
| **1. Project title:** |
| **2. Number of working hours per week:** |
| **3. Detailed programme of the traineeship (2) (max. 300 words):** |
| **4. Knowledge, skills and competences to be acquired by the end of the traineeship**  **(expected Learning Outcomes)(max 100 words):** |
| **5. Monitoring plan (max 100 words):** |
| **6. Evaluation plan (max 100 words):** |
| **7.a. Impacts and benefits of the traineeship to the host applicant (max 100 words):**      **7.b. Impacts and benefits of the traineeship to the trainee (max 100 words):** |

1. **STUDENT PROFILE AND REQUIREMENTS**

*This section refers to specific knowledge or expertise that the student/trainee must have in order to proceed successfully with the proposed project.*

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| ***8. Research Area (see annex II):*** | | |
| ***9. Is the host applicant / scientific supervisor willing to evaluate the project performance so that the student could validate the traineeship as ECTS credits (3):*** | | *☐ YES ☐ NO* |
| ***10. Student required expertise and technical knowledge:*** | | |
| ***11. Level of studies:*** | | |
| ***12. Language:*** | | |
| *(4) The level of* ***language competence*** *in \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (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 ☐* | | |
| ***13. Does the host institution require any other language besides the language of work?*** | *☐ YES ☐ NO* | ***Which one?:*** |
| ***14. Does the host institution require any further paperwork done or any other relevant information to host a student/trainee (under the condition of this programme)*** | *☐ YES ☐ NO* | ***14. A***  *If YES, please detail:* |

1. **Consent to publish Traineeship Data.**

**I agree that my name, title of the project, its duration and the name of the Receiving Institution / Enterprise can be published on the CEBE website as awarded supervisor of the Traineeship Programme 2020.**

(1) a) Related to UAM: A minimum of 2 months and up to 4 months (only the first 3 are funded). The planned period in this call should be between 1st of June 2020 and 30th of December of 2021. After the matching of host candidates with students and by mutual agreement between the two parties, the exact dates can be changed and the total stay could be prolonged up to 6 months; b) Related to UCLM: A minimum of 2 months and up to 4 months (all 4 months are funded). The estimated start date of the internship is 1st July and can be extended up to a total of 12 months.

(2) Consider that this must be read by the selection committee but also by the students, who will apply to the project.

(3) If NO, only students who will not validate the project as ECTS credits will be assigned for matching with this applicant. The application to validate the project as ECTS credits will come exclusively from the student**.**

(4) Level of language competence: a description of the European Language Levels (CEFR) is available at:<https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

**Annex I: List of Organisation Types**

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| **CODE** | **Organisation type** |
| EPLUS-EDU-HEI | Higher education institution (tertiary level) |
| EPLUS-EDU-GEN-PRE | School/Institute/Educational centre – General education (pre-primary level) |
| EPLUS-EDU-GEN-PRI | School/Institute/Educational centre – General education (primary level) |
| EPLUS-EDU-GEN-SEC | School/Institute/Educational centre – General education (secondary level) |
| EPLUS-EDU-VOC-SEC | School/Institute/Educational centre – Vocational Training (secondary level) |
| EPLUS-EDU-VOC-TER | School/Institute/Educational centre – Vocational Training (tertiary level) |
| EPLUS-EDU-ADULT | School/Institute/Educational centre – Adult education |
| EPLUS-BODY-PUB-NAT | National Public body |
| EPLUS-BODY-PUB-REG | Regional Public body |
| EPLUS-BODY-PUB-LOC | Local Public body |
| EPLUS-ENT-SME | Small and medium sized enterprise |
| EPLUS-ENT-LARGE | Large enterprise |
| EPLUS-NGO | Non-governmental organisation |
| EPLUS-FOUND | Foundation |
| EPLUS-SOCIAL | Social partner or other representative of working life |
| EPLUS-RES | Research Institute/Centre |
| EPLUS-YOUTH-COUNCIL | National Youth Council |
| EPLUS-ENGO | European NGO |
| EPLUS-NET-EU | EU-wide network |
| EPLUS-YOUTH-GROUP | Group of young people active in youth work |
| EPLUS-EURO-GROUP-COOP | European grouping of territorial cooperation |
| EPLUS-BODY-ACCRED | Accreditation, certification or qualification body |
| EPLUS-BODY-CONS | Counselling body |
| EPLUS-INTER | International organisation under public law |
| EPLUS-SPORT-PARTIAL | Organisation representing the sport sector |
| EPLUS-SPORT-FED | Sport federation |
| EPLUS-SPORT-LEAGUE | Sport league |
| EPLUS-SPORT-CLUB | Sport club |

**Annex II: Research Areas**

