



ERASMUS+ TRAINING PROJECT FOR TRAINEESHIPS

from the organisation/enterprise to host a student from Universitat Pompeu Fabra

CALL 2026-2027¹

RECEIVING ORGANISATION /ENTERPRISE	
Name	Department
Address	Postal Code City
Country	Website
Supervisor's name ²	Supervisor's position
Supervisor's email	Supervisor's phone number

²The responsible person in the receiving organisation (supervisor) is responsible for signing the Learning Agreement, supervising the trainee during the traineeship and signing the Traineeship Certificate.

PROPOSED MOBILITY PROGRAMME

PLACEMENT INFORMATION	
Name of the student	DNI (Id number)
PLANNED PERIOD OF THE MOBILITY	
From	To
Traineeship title (position)	
Number of working hours per week	Total hours
Location	

¹ This document needs to be filled in by the hosting organisation done and turned in by the student to the Sending Institution prior to the Learning Agreement. This document is only a project, it is not an agreement between Universitat Pompeu Fabra University and the host entity. The link between both parties will be made with the final Learning Agreement, once all the details of the internship have been gathered as set out in the regulations.



TRAINEESHIP PLAN

DETAILED PROGRAMME

Detailed programme of the traineeship period, including tasks/deliverables and associated timing to be carried out by the trainee

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KNOWLEDGE, SKILLS AND COMPETENCES TO BE ACQUIRED BY THE END OF THE TRAINEESHIP

Knowledge, skills (intellectual and practical) and competences to be acquired by the trainee at the end of the traineeship (learning outcomes)

Basic competences	
Generic Competences	
Specific competences	

MONITORING PLAN

Describing how/when the trainee will be monitored during his/her traineeship by both the sending institution and the receiving organisation/enterprise. Specify the number of supervision hours. Specify if a third party is also involved, such as a higher education institution in the receiving country, and if yes, specify the contact details of the person in charge.

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EVALUATION PLAN

Describing the assessment criteria to be used to evaluate the trainee'ship period.

Examples of assessment criteria: academic skills/expertise, analytical skills, initiative, adaptability, communication skills, teamwork skills, decision-making skills, ICT skills, innovative and creative skills, strategic-organisational skills, foreign language skills.

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Receiving Organisation

Date