



UNIVERSITA' DEGLI STUDI DI NAPOLI FEDERICO II
FACOLTA' DI INGEGNERIA
LLP/ERASMUS TRAINING AGREEMENT
Piano delle attività da svolgere all'estero

A.Y. /A.A.: **Dept. Coordinator/Responsabile dello scambio:**

1. Student's data /Dati dello studente

Last Name/Cognome:.....**Name/Nome:**.....
Born in/Nato a:.....**on/il:**
Address/Indirizzo:.....**Zip Code/C.A.P.:**.....
City/ Città e Provincia:.....**Tax Code/Codice Fiscale:**.....
Passport or Identità card n°/ N° Passaporto o cartà di Identità:.....
Phone n°/Telefono:.....**Mobile/Cellulare:**.....
E-mail:.....**University Registration Number/Matricola:**.....
Enrolled for the a.y./Iscritto per l'a.a.:.....**at the year n°/all'anno n°:**.....
Study Course/Corso di Studio:.....

2. Receiving Institution's data/ Dati dell'Istituzione ospitante

Name of the company or institution/ Nome dell'azienda o istituzione:.....
Economic Sector/ Settore Economico:..... **Address of head office/ Indirizzo della Sede legale:**
.....
Address of the worksite where the training activity takes place (if different from the address above)/Indirizzo della sede dove ha luogo il tirocinio (solo se diversa dalla sede legale):.....
.....
Phone n°/Telefono:..... **E-mail:**.....

3. Supervisor appointed by the host/ Tutor aziendale

Last Name and Name of Supervisor appointed by the host/Cognome e Nome del Tutor nominato dall'istituzione ospitante:
.....
Phone n°/Telefono:..... **Fax n°:**..... **E-mail:**.....

4. Supervisor appointed by the University/ Tutor Universitario

Last Name and Name of Supervisor appointed by the University/Cognome e Nome del Tutor nominato dall'Università:.....
.....
Phone n°/Telefono:..... **Fax n°:**..... **E-mail:**.....

5. Details of the proposed training programme abroad /Dettagli sul programma di tirocinio da svolgere all'estero

| Education activities to be performed abroad/ Attività formative da svolgere all'estero | Number of months/Numero di mesi | Education activity as validated in Italy/ Attività formativa riconosciuta in Italia | Number of ECTS credits / Numero di crediti ECTS |
|---|---------------------------------------|---|--|
| TRAINING | | TIROCINIO | |
| Training Period from/Periodo di Tirocinio a: to/a: | | | |
| Objectives/Obiettivi: | | | |

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Daily training schedule from/Tempi di accesso ai locali aziendali da:..... **to/a:**.....

Possible Benefits granted/ Eventuali Facilitazioni previste:

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Student's signature/Firma dello studente:..... **Date/**Data:.....

6. Sending Institution/Istituzione di Provenienza: UNIVERSITA' DEGLI STUDI DI NAPOLI FEDERICO II

We confirm that the proposed training programme/training agreement is approved /Confermiamo che è stato approvato il programma di tirocinio proposto

a. Departmental Coordinator's signature and stamp

Firma e timbro del Promotore dell'accordo:

b. Chairman of Degree Corse Committee/Ph.D.

Committee's signature and stamp/ Firma e timbro del Presidente del CdS / Coordinatore di Dottorato:

Date/Data.....

c. Faculty Dean's signature and stamp/ Firma e timbro del Preside di Facoltà:

Date/Data.....

d. Institutional Coordinator's signature/ Firma del Coordinatore Istituzionale (Capoufficio URI):

Date/Data.....

Date/Data.....

7. Receiving Institution/Istituzione di Accoglienza:

We confirm that the proposed training programme/training agreement is approved /Confermiamo che è stato approvato il programma di tirocinio proposto

Supervisor's signature and stamp/Firma e timbro del tutor aziendale:.....

Country/Paese:..... **Date/**Data:.....

QUALITY COMMITMENT

For Erasmus student placements

This Quality Commitment replicates the principles of the European Quality Charter for Mobility

THE SENDING HIGHER EDUCATION INSTITUTION* UNDERTAKES TO:

Define the **learning outcomes** of the placement in terms of the knowledge, skills and competencies to be acquired

Assist the student in **choosing** the appropriate host organisation, project duration and placement content to achieve these learning outcomes

Select students on the basis of clearly defined and transparent criteria and procedures and sign a **placement contract** with the selected students.

Prepare students for the practical, professional and cultural life of the host country, in particular through language training tailored to meet their occupational needs

Provide **logistical support** to students concerning travel arrangements, visa, accommodation, residence or work permits and social security cover and insurance

Give **full recognition** to the student for satisfactory completed activities specified in the Training Agreement

Evaluate with each student the personal and professional development achieved through participation in the Erasmus programme

THE SENDING INSTITUTION* AND HOST ORGANISATION JOINTLY UNDERTAKE TO:

Negotiate and agree a tailor-made **Training Agreement** (including the programme of the placement and the recognition arrangements) for each student and the adequate mentoring arrangements

Monitor the progress of the placement and take appropriate action if required

THE HOST ORGANISATION UNDERTAKES TO:

Assign to students **tasks and responsibilities** (as stipulated in the Training Agreement) to match their knowledge, skills, competencies and training objectives and ensure that appropriate equipment and support is available

Draw a **contract or equivalent document** for the placement in accordance with the requirements of the national legislation

Appoint a mentor to advise students, help them with their integration in the host environment and monitor their training progress

Provide **practical support** if required, check appropriate insurance cover and facilitate understanding of the culture of the host country

THE STUDENT UNDERTAKES TO:

Comply with all **arrangements** negotiated for his/her placement and to do his/her best to make the placement a success

Abide by the **rules and regulations** of the host organisation, its normal working hours, code of conduct and rules of confidentiality

Communicate with the sending institution about any problem or changes regarding the placement

Submit a report in the specified format and any required supporting documents at the end of the placement

* In the event that the higher education institution is integrated in a consortium, its commitments may be shared with the co-ordinating organisation of the consortium