

## Confirmation of host organisation for PROMOS and Fernweh-grant

- Application for a PROMOS scholarship** (please mark)
- Application for a Fernweh-grant** (please mark)

1. Details of the company/host organisation	
Name of the company	<input type="text"/>
Department	<input type="text"/>
Address	<input type="text"/>
Postal Code	<input type="text"/>
City/Country	<input type="text"/>
Website	<input type="text"/>
Number of employees	<input type="text"/>
Name of supervisor	<input type="text"/>
E-Mail	<input type="text"/>
Phone	<input type="text"/>

2. Details of the student	
Name of the student	<input type="text"/>
Date of birth	<input type="text"/>
Subject(s) of study	1. <input type="text"/> 2. <input type="text"/>
Course of studies	<input type="checkbox"/> B.A. <input type="checkbox"/> B.Sc. <input type="checkbox"/> Staatsexamen (Medizin) <input type="checkbox"/> M.A. <input type="checkbox"/> M.Sc. <input type="checkbox"/> M.Ed. <input type="checkbox"/> Sonstige/other: <input type="text"/>

3. Details of the internship/practical training	
Period of the internship (day/month/year)	Start: <input type="text"/> End: <input type="text"/> <i>Please note: The placement must be at least 6 weeks!</i>
Number of working days/working hours per week	Days: <input type="text"/> Hours: <input type="text"/> <i>Please note: The placement must be a fulltime position and working hours my not exceed 40 hours!</i>
Payment/ other benefits provided by the host organisation (e.g. accomodation, meals, transport)	Payment: <input type="text"/> €/month    Other benefits: <input type="text"/> €/month

**4. Please give a detailed description of the work to be carried out during the internship/practical training**

*The following description is to ensure the high quality of the internship/practical training in your company/organisation. Please provide detailed information on the programme, specific tasks/projects, supervision and training objectives which are relevant during the internship.*

Knowledge, skills and competences to be acquired by the end of the internship	
Detailed programme of the training period (e.g. timetable of the internship, areas/fields the student will work in)	
Tasks of the trainee (daily tasks, project work)	
Monitoring and evaluation (e.g. preparatory meeting with the supervisor, weekly meetings, mid-term evaluation)	

**5. Declaration**

The student will get a signed confirmation and/or a letter of reference by the end of the internship/practical training.

Place, Date

Signature of supervisor

Stamp