

## ERASMUS TRAINEESHIP PROPOSAL FORM

We hereby confirm that we will host Mr/Ms \_\_\_\_\_,

Student from the University of Pisa, as an Erasmus trainee in our Organization/Enterprise, if he/she obtains a contribution under the University of Pisa's Erasmus+ scheme.

We intend to entrust him/her with tasks and responsibilities according to his/her studies, qualifications and knowledge.

### Traineeship duration period:

- From \_\_\_\_\_ To \_\_\_\_\_ # months \_\_\_\_\_
- *For PhD students only (short mobility):* from \_\_\_\_\_ To \_\_\_\_\_ # days \_\_\_\_\_  
(from 5 to 30 days)

### Main language of work

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

Traineeship in Digital Skills<sup>1</sup> Yes  No

If yes, your traineeship offer is/was published on the following platforms: <http://erasmusintern.org> Yes  No

### Contents/Task of the proposed traineeship

Detailed description of trainee's tasks: \_\_\_\_\_

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Short description of Organization/Enterprise's activities: \_\_\_\_\_

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<sup>1</sup> Will be considered as a "traineeship in digital skills" any traineeship where trainees receive training and practice in at least one or more of the following activities: digital marketing (e.g. social media management, web analytics); digital graphical, mechanical or architectural design; development of apps, software, scripts, or websites; installation, maintenance and management of IT systems and networks; cybersecurity; data analytics, mining and visualisation; programming and training of robots and artificial intelligence applications. Generic customer support, order fulfilment, data entry or office tasks are not considered in this category.

**Information about the receiving Organisation/Enterprise**

Full legal name of receiving Organisation/Enterprise: \_\_\_\_\_

Receiving Organisation/Enterprise Pic (if applicable): \_\_\_\_\_

Receiving Organisation/Enterprise Erasmus Code (if applicable): \_\_\_\_\_

Receiving Organisation/Enterprise Public body: Yes  No

Receiving Organisation/Enterprise non-profit: Yes  No

Receiving Organisation/Enterprise size: <250 employees  >250 employees

Country: \_\_\_\_\_ Address: \_\_\_\_\_ Post Code: \_\_\_\_\_

City: \_\_\_\_\_ e-mail: \_\_\_\_\_

Web site: \_\_\_\_\_

Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of legal head: \_\_\_\_\_ Position: \_\_\_\_\_

e-mail: \_\_\_\_\_ Tel.: \_\_\_\_\_

Name of supervisor: \_\_\_\_\_ Position: \_\_\_\_\_

e-mail: \_\_\_\_\_ Tel.: \_\_\_\_\_

**Signatures**

Name of Receiving Organisation/Enterprise legal representative: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

The sending Institution: Università di Pisa

Name of International Area Coordinator: \_\_\_\_\_

Date: \_\_\_\_\_ Signature for acknowledgement \_\_\_\_\_

**N.B.** All fields are mandatory.