

**ERASMUS+ KA1
HOST ORGANIZATION EVALUATION FORM FOR TRAINEESHIP
Academic Year: 20..... – 20.....**

Trainee Surname:

Trainee Name:

Student ID:

Email:

Program of Study:

Study Cycle: (Bachelor ☐ Master ☐
PhD ☐)

Traineeship period:

Details of Host Organization	
Name	Address
Country	City
Supervisor Name	
Tel	Fax
Email	

Evaluation Form – Part 1					
Evaluate the trainee based on the following aspects (1 = poor – 5= excellent)					
Willingness to undertake all work-related tasks.	1	2	3	4	5
Efficient and effective work	1	2	3	4	5
Teamwork skills	1	2	3	4	5
Communication skills	1	2	3	4	5
Positive attitude	1	2	3	4	5
Punctuality	1	2	3	4	5
Evaluation Form – Part 2					
Please answer the following questions					
Did the trainee follow instructions effectively?					
Have you identified any progress in the trainee's work?					
Other comments/recommendations					