

INSTRUCTIONS FOR THE CORRECT COMPLETION OF THE INTERNSHIP BOOK

The internship book must be kept by the student for the entire duration of the internship; at the end of the internship period, the book must be returned to the internship supervisor, in order to obtain the training credits. The internship supervisor has to provide for the delivery of the internship book to the “Presidenza” Office.

Part A and B must be completed by the student, who is required to indicate, for each day of the internship, the date, the duration and a brief description of the activity carried out.

There must be on each page the signature of the company tutor and the company stamp.

Part C must be completed by the tutor, who is required to indicate the hours spent for the assistance activity to the student.

Part D must be completed by the tutor at the end of the internship period, with a brief report on activities carried out considering the reported goals in the training project and with a opinion on the training results achieved by the student.

Part E must be completed by the student, to whom a final valuation of their activity is request.

This book consists of 1 cover sheet and 11 page