Annex No. 4 to the Rules and Regulations of student internships at the Warsaw School of Economics

**Student internship report**

1. **Student personal details:**

Name and surname: ........................................................................................................

Student number: …………………………………………………………………………………

Undergraduate/graduate programme[[1]](#footnote-1)

Full-time/part-time programme[[2]](#footnote-2)

Field of study: ………………………………...……………………………………….

Year of study .............................................................................................................

Domicile: ……………………………………………………………………..

E-mail/Tel.: ……………….……………………………….……………………………..…

1. **Information on the place of performance of the student internship:**

Name of the entity in which the internship was performed: …………………………………………………………………………………………………

Address of its registered office: …………………………………………………………………..

Commencing and ending date: ...............................................................

Intern’s mentor (name and surname): ……………………………………………………

Telephone number of the mentor: ………………………………………………………..

**III. Tasks performer during the student internship in relations to the actions/tasks set out in the student internship contract** *(core, organisational and additional tasks – should be completed by the student)***:**

|  |  |  |
| --- | --- | --- |
| **Tasks set out in the contract** | **Performed[[3]](#footnote-3)** | **Not performed[[4]](#footnote-4)** |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| *…* |  |  |

...........................................

*date and student signature*

1. **Opinion of the internship supervisor and recognition of internship completion pursuant to the attached record:**

A) supervisor’s assessment of meeting the planned internship results

|  |  |  |  |
| --- | --- | --- | --- |
| **Educational results adopted for internships in the field of study …**  (stipulated in the internship sylabus of a particular field of study and automatically entered in the student internship report) | **Assessment of educational results implementation[[5]](#footnote-5)** | | |
| full | partial | no |
| **Knowledge:** | | | |
| W01 – |  |  |  |
| … |  |  |  |
| **Skills:** |  |  |  |
| U01 – |  |  |  |
| … |  |  |  |
| **Social competences:** | | | |
| K01 – |  |  |  |
| … |  |  |  |

B) opinion of the internship mentor and internship recognition based on the report presented by the student

…………………………………………………………………………………………………………………………………………………………………………………………………………………………

...........................................................

*date, stamp and signature of mentor*

1. **Student’s acknowlegdement of mentor’s opinion**

I fully acknowledge the opinion/I wish to voice the following concerns: …………………………………………………………………………………………………………………………………………………………………………………………………………………………

*….…………………………*

*date and student signature*

1. **Dean’s decision[[6]](#footnote-6):**

* Student internship recognised, …… ECTS awarded;
* Student internship not recognised.

Warsaw, (date) …………... ……………..………………………………

*Dean’s stamp and signature*

1. delete as necessary [↑](#footnote-ref-1)
2. delete as necessary [↑](#footnote-ref-2)
3. put x in the proper column [↑](#footnote-ref-3)
4. put x in the proper column [↑](#footnote-ref-4)
5. put x in the right column [↑](#footnote-ref-5)
6. delete as necessary [↑](#footnote-ref-6)