CGU STELLA for Staff 2019
Professional Mobility Programme for Services Staff

FINAL HOST DEPARTMENT'S REPORT

To be completed by the responsible/monitor of mobility at the host department
(please, complete one report per mobility)

[Host University]

DATA OF HOST DEPARTMENT

Offer code:	
Name of department:	

Responsible/monitor of mobility	**Name and surname:**	
	Position:	
	Telephone:	
	E-mail:	

DATA OF THE GUEST STAFF

Name and surname:	
Home department:	
Home University:	
Dates of stay:	**From** (day/month/year) **to** (day/month/year)

Please, indicate your assessment of the mobility using the scale from 1 to 4, being:
1 – Insuficient; 2 – Suficient; 3 – Good; 4 – Very good

LOGISTICS AND MANAGEMENT OF MOBILITY BY THE BENEFICIARY

	1	2	3	4
1. Interests on mobility	☐	☐	☐	☐
2. Management of mobility and stay	☐	☐	☐	☐
3. Integration into the dynamic of the host working Group	☐	☐	☐	☐
4. Commitment to implement the programme during the stay	☐	☐	☐	☐

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CURRICULAR PROFILE OF BENEFICIARY

5. Equivalence between home and host department ☐ ☐ ☐ ☐

6. Adequacy of curricular profile to the placement ☐ ☐ ☐ ☐

7. Linguistic and communication skills ☐ ☐ ☐ ☐

8. Adequacy of field and category of studies ☐ ☐ ☐ ☐

9. Adequacy of experience/field of work ☐ ☐ ☐ ☐

BENEFICIES OBTAINED BY HOST DEPARTMENT

10. Exchange of work experiences ☐ ☐ ☐ ☐

11. Acquisition of new skills ☐ ☐ ☐ ☐

12. Acquisition of new tools and working methods ☐ ☐ ☐ ☐

13. Establishment and strengthening of contacts ☐ ☐ ☐ ☐

14. Opportunities for development of agreements or initiatives ☐ ☐ ☐ ☐

15. Contribution to the internationalization of the department ☐ ☐ ☐ ☐

16. Learning of new culture or working language ☐ ☐ ☐ ☐

OTHER ASSESSMENTS

17. Please, list the carried out activities and how they contributed to the host department's experience (maximum 250 characters)

18. Positive aspects and aspects to be improved in the mobility (maximum 250 characters)

19. Positive aspects and aspects to be improved in the programme STELLA for Staff (maximum 250 characters)

20. ¿Would your department repeat the experience in future editions? Explain the reasons

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20. As host, ¿would you recommend the experience to other departments of your University? Explain the reasons

Date:

Signature of responsible/monitor of mobility:

Institutional seal:

A scanned copy of this form should be sent to the Compostela Group of Universities (grupo.compostela@usc.es) at the end of the mobility.