



STUDENT INFORMATION

The report must be completed on a computer, recommended program: Adobe Acrobat Reader

Name		Department	
Surname		Student number	

full-time studies

part-time studies

INTERNSHIP TYPE

Step 1. Please mark the performed type of internship by choosing the appropriate button:

1. student's internship 2. paid job with an employment contract 3. other (e.g. volunteer work)
4. internship 5. own business, self-employed

Step 2. After selecting the type of internship, please provide the following documents, based on the button number:

REQUIRED DOCUMENTS based on the type of internship	1.	2.	3.	4.	5.
A copy of an employment certificate or contract etc.		•			
An internship confirmation certificate				•	
Company's registration documents (Business Activity Register entry or National Court Register) and invoice or B2B contract					•

WARNING: REPORTS DELIVERED WITHOUT THE REQUIRED DOCUMENTS WILL NOT BE ACCEPTED

If the evaluation of the internship is based on a paid job with an employment contract, the employment should be treated as a regular internship and this document should be completed accordingly. Any additional documents must be attached and merged into one PDF file with the student's internship report.

INTERNSHIP INFORMATION

Please fill out all fields

Employer <i>Name of the company</i>	
Employer's address	
Employer's telephone number	
Internship supervisor	
Internship subject	
Job title	
Job requirements	
Description of duties during internship	
Projects completed during the internship; other accomplishments	

SUMMARY

Please fill out all fields

Internship start date		Weeks		Days per week	
Internship end date		Please fill in an average value		Hours daily	
Employer's feedback <i>In particular about the student's expertise and the academy program</i>					
Student's remarks <i>Including a mention about the organization of the internship</i>					
I confirm that all the supplied informations is correct.					
..... Employer's signature and stamp		 Student's signature		
..... date		 date		
Total number of hours worked during internship					
..... date		 Rector Plenipotentiary for Student Internships signature		

In case of the absence of the employer's stamp, a document (CEIDG) that confirms the business activity of the company where the internship has been held, will be necessary.