

Training Institution:

PRACTICAL TRAINING CERTIFICATE

Assessment of the training success of students in the integrated external practical semester in accordance with § 4 (5) of the study and examination regulations (StuPO)

Mr/Mrs/Ms:

.....
(Surname, first name)

born on: in:

completed his/her integrated external practical semester from:
to:.....

overall

- with success
- without success

in relation to study and examination regulations.

The training period lasted weeks
and without days of absence comprised days of presence.

.....
(Location, Date)

.....
(Signature – Training institute representative)

.....
(Authority/Company Stamp)

Assessment (professional and personal) for the traineeship – please cross as appropriate.

Technical knowledge:

Has acquired the knowledge required for the present field of activity.

Completely agree Disagree
 Cannot be assessed

Commitment:

Commits herself/himself to working on and completing the tasks assigned to her/him to the expected extent and is willing to fulfil the requests given to her/him.

Completely agree Disagree
 Cannot be assessed

Perceptibility:

Understands the topics within an appropriate time; requires further explanation only in the cases of complex matters; does not normally need to ask questions.

Completely agree Disagree
 Cannot be assessed

Concentration / endurance:

Tolerates even remarkable mental and physical stress; performance is not affected by time pressure, changing work conditions or conflicts; maintains concentration and composure.

Completely agree Disagree
 Cannot be assessed

Speed of work:

Accomplishes the work assigned to her/him within an appropriate time and in general meets set deadlines.

Completely agree Disagree
 Cannot be assessed

Independence:

Works independently after due familiarisation and guidance as far as can be expected; demonstrates initiative.

Completely agree Disagree
 Cannot be assessed

Competence and Reliability:

Develops a sense of duty; puts decisions into action; observation has revealed that she/he performs the tasks well.

Completely agree Disagree
 Cannot be assessed

Organisational skills:

Predominantly selects proven solutions, uses suitable means.

Completely agree Disagree
 Cannot be assessed

Social behaviour:

Demonstrates an open attitude towards staff members at the training institution as well as external persons; is willing to cooperate and can handle constructive criticism; can adjust to situations; behaves correctly and is willing to help.

Completely agree Disagree
 Cannot be assessed

Orderliness:

Keeps the workplace and other facilities at the training institution in good order; is punctual, thus allows training and work activities to run smoothly.

Completely agree Disagree
 Cannot be assessed

Overall assessment / other:
