

**Report on the completion of student internship by a student of the Faculty of Management at the University of Gdańsk
(specialisation: Finance Analyst)**

(Sprawozdanie z realizacji praktyki studenckiej
Studenta Wydziału Zarządzanie UG, kierunek Management)

………………………………………………………..

(Student's first and last name)

………………………/……………………………….

(year of study, ID number)

Internship period: from …………………… to ….…………………...

# PART A

# (to be completed by the person designated by the organization to supervise the student's internship)

**Details of the entity where the internship was completed:**

|  |  |
| --- | --- |
| Name of the Host Organisation: Address:  |  |
| Name and surname of the organization's representative |
| Phone numer:  | E-mail: |

**Descriptive assessment of the student's work** (the assessment should include information on, among other things, the student's preparation, knowledge, punctuality and timeliness, commitment and motivation, interpersonal skills, creativity, ingenuity, degree of mastery of tasks, speed of learning new responsibilities, etc.)

**Confirmation of the Student's achievement of learning outcomes from the internship**

|  |  |  |
| --- | --- | --- |
| **[Directional effect]****PRK codes** | **A student who has completed a professional internship** | **has achieved the following learning outcomes\*** |
| **YES** | **NO** |
| in terms of **KNOWLEDGE:** |
| [FiRL3\_W03]P6U\_W; P6S\_WG; P6S\_WK | The student has advanced knowledge and understanding of the internal and external relationships of institutions and organizations from a financial and accounting perspective, with particular emphasis on financial security systems. |  |  |
| in terms of **SKILLS:** |
| [FiRL3\_U11]P6U\_U; P6S\_UO | The student is able to cooperate and work in teams, taking on various roles. |  |  |
| in terms of **SOCIAL COMPETENCES:** |
| [FiRL3\_K03]P6U\_K; P6S\_KO | The student is ready to think and act in an entrepreneurial and responsible manner, and to initiate and participate in projects for the benefit of the social environment and the public interest – from the perspective of finance and accounting. |  |  |

\*mark with an „X”

**Student's point score (linked to learning outcomes)**

|  |  |  |
| --- | --- | --- |
| No. | **Assessment Area** | **Score**(5 - highest score; 1 - lowest score)[circle the appropriate score] |
| 1  | The student has knowledge of the structure of the organization and the specifics of its functioning in various market conditions. | 1  | 2  | 3  | 4  | 5  |
| 2  | The student has knowledge of phenomena and processes occurring in the organization's environment (e.g., economic, social, technological, legal). | 1  | 2  | 3  | 4  | 5  |
| 3  | The student understands how the environment influences management decisions made in an organization. | 1  | 2  | 3  | 4  | 5  |
| 4  | **The student works effectively in a team – communicates efficiently, actively participates in the implementation of tasks, proposes solutions, and is able to act as a leader or initiator of group activities.** | 1  | 2  | 3  | 4  | 5  |
| 5  | **Student o**dpowiedzialnie współdziała z innymi uczestnikami rynku pracy, wykazując inicjatywę i etyczne podejście do realizowanych zadań. | 1  | 2  | 3  | 4  | 5  |
| 6 | The student promotes social responsibility and commitment, inspiring others to act with respect for the common good. | 1  | 2  | 3  | 4  | 5  |
| Total | ……………. p. |

Insufficient [6–15 p.); Satisfactory [15–18 p.); Satisfactory + [18-21 p.); Good [21–24 p.); Good + [24, 27 p.); Very Good [27–30 p.]

 ……………………………………………..

(signature of the person designated by the organization to supervise the intern)

……………………………………………..

(stamp of the organization where the internship takes place)

# PART B

# (to be completed by the student)

First and last name:

Album number:

Field of study / specjalisation / group:

Semester:

Email:

Phone:

**Descriptive report on the tasks and responsibilities performed during the internship:**

|  |
| --- |
|                  |

I hereby declare that the internship completed during the period:
is in full compliance with the current internship program for the field of study:

in particular in the following areas:

………..………………………………. Student's name and signature