

Trainee	Last name(s)	First name(s)	Date of birth	Nationality	Sex [M/F]	Study cycle	Field of education
	Jager	Borbala	27/04/1999	Hungary	F	Master or equivalent second cycle (EQF 7)	Education science/0111
Sending Institution	Name	Faculty / Department	Erasmus code (if applicable)	Address	Country	Contact person name ; email; phone	
	EOTVOS LORAND TUDOMANYEGYETEM	Faculty of Education and Psychology	HU BUDAPES01	EGYETEM TER 1-3, Budapest, 1053, Hungary	Hungary / HU	Gréta Kövecses / outgoing@ppk.elte.hu / 003614614500	
Receiving Organisation /Enterprise	Name	Department	Address; website	Country	Size	Contact person name; position; email; phone	Mentor name; position; email; phone
	Plato Educational Services	Education and Studies	8 Souliou Street, 3016, P.O Box 55001, 3820, Limassol, Cyprus / https://www.plato-edu.com	Cyprus / CY	< 250 employees	Ioannou Maria / CEO / plato@cytanet.com.cy / +35799612598	Ioannou Antonis / Director of Studies / plato@cytanet.com.cy / +35799612598

Before the mobility

Table A - Traineeship Programme at the Receiving Organisation/Enterprise	
Planned period of the mobility: from [month/year] 05/2021 to [month/year] 07/2021	
Traineeship Title: Home-schooling Project	Number of working hours per week: 40
Detailed programme of the traineeship: - The Trainee contributes to create a Home-schooling project for 5-12 years old children. - She creates plans for an English program for children (levels A1-C1). - She takes part in writing syllabus and making timetable. - She explores the innovative possibilities of digital teaching and learning methods and creates online learning activities and lessons for children. - She works together with the team and she does individual work. - The Trainee focuses on the topic of sustainability and climate change and creates specific tasks and lessons which encompass these phenomena. - She explores the possible engaging materials which can be useful to learn about climate change and the topic of sustainability in English. - She participates in online Creative Writing sessions.	
Knowledge, skills and competences to be acquired by the end of the traineeship (expected Learning Outcomes): Knowledge: • The Trainee will understand the process of planning and compiling a learning project for children in English and she will gain deeper knowledge about the concepts and methods of teaching English. • She will discover and identify engaging online teaching and learning techniques to teach the topic of sustainability for children age 5-12. • She will recognize the characteristics of the nature of Cyprus to analyse the differences between countries regarding the natural environment. She will link the importance of this to the effective theories and methods of teaching about sustainability and climate change. • She will develop her written and spoken English language communication. Skills (intellectual and practical): • The Trainee will be able to solve problems individually and develop her time management and decision making skills efficiently. • She will be able to join a team and cooperate with the members using constructive communication. • She will be able to properly use digital, ICT equipment and effectively prepare innovative training and workshop materials. • She will enhance her ability of creative writing in English. Competence: • The Trainee will be able to design, organize and manage training and workshops for children in English. • She will monitor and reflect on her individual working process. Attitude: • The Trainee will emphasise an initiative, open and supportive attitude regarding cultural diversity. • She will assess the human-nature connection in Cyprus, connect and compare this to other countries to interpret and find culturally diverse and creative ways of learning about the environment. • She will express adaptability and a critical mindset.	
Monitoring plan: The Trainee will get supervise and have meetings with her mentor and team weekly.	
Evaluation plan: The Trainee will get feedbacks from her mentor and team members weekly. The Trainee will write a reflection diary.	

The level of **language competence in English** that the Trainee already has or agrees to acquire by the start of the study period is: C1

Table B - Sending Institution

Chosen option: 2. The traineeship is voluntary and, upon satisfactory completion of the traineeship, the institution undertakes to:	
Award ECTS credits (or equivalent): Yes ☒ - No ☐	If yes, please indicate the number of credits: 4
Give a grade: Yes ☒ - No ☐	If yes, please indicate if this will be based on: Traineeship certificate ☒ - Final report ☐ - Interview ☐
Record the traineeship in the trainee's Transcript of Records: Yes ☒ - No ☐	
Record the traineeship in the trainee's Diploma Supplement (or equivalent).	
Record the traineeship in the trainee's Europass Mobility Document: Yes ☒ - No ☐	
Accident insurance for the trainee	
The Sending Institution will provide financial support to the trainee for the traineeship: Yes ☐ - No ☒	The accident insurance covers: - accidents during travels made for work purposes: Yes ☐ - No ☐ - accidents on the way to work and back from work: Yes ☐ - No ☐
The Receiving Organisation/Enterprise will provide a liability insurance to the trainee (if not provided by the Sending Institution): Yes ☐ - No ☒	

Table C - Receiving Organisation/Enterprise

The Receiving Organisation/Enterprise will provide financial support to the trainee for the traineeship: Yes ☐ - No ☒	If yes, amount (EUR/month): 0
The Receiving Organisation/Enterprise will provide a contribution in kind to the trainee for the traineeship: Yes ☐ No ☒	
If yes, please specify:	
The Receiving Organisation/Enterprise will provide an accident insurance to the trainee (if not provided by the Sending Institution): Yes ☐ - No ☒	The accident insurance covers: - accidents during travels made for work purposes: Yes ☐ - No ☐ - accidents on the way to work and back from work: Yes ☐ - No ☐
The Receiving Organisation/Enterprise will provide a liability insurance to the trainee (if not provided by the Sending Institution): Yes ☐ - No ☒	
The Receiving Organisation/Enterprise will provide appropriate support and equipment to the trainee.	
Upon completion of the traineeship, the Organisation/Enterprise undertakes to issue a Traineeship Certificate within 5 weeks after the end of the traineeship.	

Commitment

By signing this document, the trainee, the Sending Institution and the Receiving Organisation/Enterprise confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. The trainee and Receiving Organisation/Enterprise will communicate to the Sending Institution any problem or changes regarding the traineeship period. The Sending Institution and the trainee should also commit to what is set out in the Erasmus+ grant agreement. The institution undertakes to respect all the principles of the Erasmus Charter for Higher Education relating to traineeships (or the principles agreed in the partnership agreement for institutions located in Partner Countries).

Commitment	Name	Email	Position	Date	Signature
Trainee	Borbala Jager	jagerborbala@student.elte.hu	Trainee	2021-04-15	
Commitment	Name	Email / Phone	Position	Date	Signature
Responsible person at the Sending Institution	Anikó Fehérvári	fehervari.aniko@ppk.elte.hu / +3614614500	Associate Professor	2021-04-16	
Supervisor at the Receiving Organisation	Ioannou Maria	plato@cytanet.com.cy / +35799612598	CEO	2021-04-16	