



**CAMPUSWORLD**  
**GUIDANCE AND TRAINING PLAN**  
**extension**

Name of the trainee \_\_\_\_\_ born in \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_  
living in \_\_\_\_\_ Address \_\_\_\_\_  
fiscal code \_\_\_\_\_ telephone number \_\_\_\_\_

Current condition (tick the box)	Specify:
<input type="checkbox"/> University student  <input type="checkbox"/> Graduate	<input type="checkbox"/> Three-year course (Laurea) <input type="checkbox"/> Master course (Laurea Magistrale) <input type="checkbox"/> 5-year course (Laurea Ciclo Unico) <input type="checkbox"/> 6-year course (Laurea Ciclo Unico)

Degree course \_\_\_\_\_

(specify if the trainee is a disabled person)                      yes     no

Host institution: \_\_\_\_\_

Location/s during the mobility: \_\_\_\_\_

Mobility period: from \_\_\_\_\_ to \_\_\_\_\_

Total working hours: \_\_\_\_\_

Responsible at the sending institution: \_\_\_\_\_

Tutor at the host institution: \_\_\_\_\_

Insurance policies:

- The trainee is covered by INAIL insurance according to the combined law established by articles 127 and 190 of the consolidated act 1124/65 and ruled by the Ministry Decree 10.10.1985 and the Decree of the President of the Republic 09.04.1999 n. 156.

- Civil liability n. 8661120- CIG 9340177DE1 - Company AXA Assicurazioni

- Accident on the place of work n. 8857540 – CIG 9554572A3C – Company GENERALI ITALIA S.p.A.

Objectives and modes of training:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Provided facilities: \_\_\_\_\_

\_\_\_\_\_



**Duties of the trainee:**

Following the tutors' directions and making reference to them for any organizational need or other; respecting the confidential nature of production cycles, products or further information about the company he/she becomes acquainted with, both during and after the training period; respecting the company rules and the provisions about hygiene and safety.

**Treatment of personal data:**

**Internship carried out in EU countries**

Pursuant to and for the purposes of EU Regulation 2016/679 (GDPR), containing the General Data Protection Regulation, and, as applicable, of Legislative Decree 196/2003 (Personal Data Code), the parties lend consent to the processing of their personal data and they mutually acknowledge that personal data will be processed exclusively for the execution of all operations and activities related to this project.

The University and the Host, within the scope of their autonomy, maintain their respective status as independent data controllers, pursuant to art. 24 of the GDPR, and to this end, undertake, each as far as it is within its competence and under its own exclusive responsibility, to ensure that the processing of personal data collected and / or obtained for the purpose of carrying out this project, within the pursuit of its institutional purposes, are carried out in compliance with the provisions of the GDPR, including the fulfillment of the disclosure obligations, towards the interested parties and the adoption of methods that protect confidentiality, integrity and availability of the personal data being processed. The data will be kept for the entire duration of the project itself and subsequently within the terms provided for the ordinary prescription.

**Internship carried out in non-EU countries**

If the internship and orientation activities are carried out in non-EU countries (so-called third countries), the trainee is aware that his personal data will be transferred to these countries - where the GDPR does not apply, and where there is no adequacy decision and adequate guarantees, pursuant to art.45 GDPR - and the trainee consents to the aforementioned transfer, necessary for the execution of the training project.

Date \_\_\_\_\_

Trainee \_\_\_\_\_

Date \_\_\_\_\_

UNIVPM \_\_\_\_\_

Date \_\_\_\_\_

Host Institution \_\_\_\_\_