

**CGU Stella for Staff 2020**  
*Professional Mobility Programme for Services Staff*  
**FINAL HOST DEPARTMENT'S REPORT**

*To be completed by the responsible/monitor of mobility at the host department  
(please, complete one report per mobility)*

**[Host University]**

**DATA OF HOST DEPARTMENT**

<b>Offer code:</b>			
<b>Name of department:</b>			
<b>Responsible/monitor of mobility</b>	<b>Name and surname:</b>		
	<b>Position:</b>		
	<b>Telephone:</b>		
	<b>E-mail:</b>		

**DATA OF THE GUEST STAFF**

<b>Name and surname:</b>			
<b>Home department:</b>			
<b>Home University:</b>			
<b>Dates of stay:</b>	<b>From (day/month/year) to (day/month/year)</b>		

Please, indicate your assessment of the mobility using the scale from 1 to 4, being:  
**1 – Insuficient; 2 – Suficient; 3 – Good; 4 – Very good**

**LOGISTICS AND MANAGEMENT OF MOBILITY BY THE BENEFICIARY**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>1. Interests on mobility</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2. Management of mobility and stay</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3. Integration into the dynamic of the host working Group</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4. Commitment to implement the programme during the stay</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**CGU Stella for Staff 2020**  
*Professional Mobility Programme for Services Staff*  
**FINAL HOST DEPARTMENT'S REPORT**

**CURRICULAR PROFILE OF BENEFICIARY**

- |  |                          |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| 5. Equivalence between home and host department    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Adequacy of curricular profile to the placement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Linguistic and communication skills             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Adequacy of field and category of studies       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Adequacy of experience/field of work            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**BENEFICIES OBTAINED BY HOST DEPARTMENT**

- |  |                          |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| 10. Exchange of work experiences                               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Acquisition of new skills                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Acquisition of new tools and working methods               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Establishment and strengthening of contacts                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Opportunities for development of agreements or initiatives | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Contribution to the internationalization of the department | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Learning of new culture or working language                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**CGU Stella for Staff 2020**  
*Professional Mobility Programme for Services Staff*  
**FINAL HOST DEPARTMENT'S REPORT**

**OTHER ASSESSMENTS**

**17. Please, list the carried out activities and how they contributed to the host department's experience** (maximum 250 characters)

**18. Positive aspects and aspects to be improved in the mobility** (maximum 250 characters)

**19. Positive aspects and aspects to be improved in the programme STELLA for Staff** (maximum 250 characters)

**20. ¿Would your department repeat the experience in future editions? Explain the reasons**

**CGU Stella for Staff 2020**  
*Professional Mobility Programme for Services Staff*

**FINAL HOST DEPARTMENT'S REPORT**

**20. As host, ¿would you recommend the experience to other departments of your University?  
Explain the reasons**

**Date:**

**Signature of responsible/monitor of mobility:**

**Institutional seal:**

*A scanned copy of this form should be sent to the Compostela Group of Universities (grupo.compostela@usc.es) at the end of the mobility.*