



Villeroy & Boch

V&B Fliesen GmbH
Etablissement de La Ferté Gaucher

1748

La Ferté Gaucher, the 20th of July 2015

Erasmus Mobility for Placement

LETTER OF ACCEPTANCE

To I

name of the student

Dear

We are very glad to accept you for a training period in the framework of the lifelong learning Erasmus program in the field of Production.

The placement will begin on 17-08-2015 and end on 30-10-2015 for a total of 2 months. Our daily working hours will be more or less from 9:00 to 17:00 for a total of 35 hours per week.

We confirm we have seen and agreed with the quality statement as requested by the Erasmus program.

The languages which will be used during the placement will be French and/or English.

The tasks of the trainee will be:

- Influence of the glaze grinding conditions on the appearance of surface defects in single firing and double firing.
- Recycle the rainwaters in the preparation of glazes

Mr. _____ will supervise the internship and Mr. _____ will act as tutor at the level of the LFG factory during the internship, his contacts are:
Telephone +33(0)1 64 _____ E-mail _____@vb-fliesen.com

Best Regards,

Name of Signatory: \

Position: General Manager

Name of Compagny: V&B Fliesen GmbH

Address: route de Coulommiers – 77320 LA FERTE GAUCHER - FRANCE


V&B Fliesen GmbH
20, Route de Coulommiers
77320 LA FERTE-GAUCHER
R.C.S. Meaux 487 734 204

Signature of the Authorized Person

Valérie
Directrice d'établissement

signature / stamp of master

official letterhead document



Erasmus Mobility for Placement

LETTER OF ACCEPTANCE

TO MRS: *name of the student*

DEAR:

WE ARE VERY GLAD TO ACCEPT YOU FOR A TRAINING PERIOD IN THE FRAMEWORK OF THE LIFELONG LEARNING ERASMUS PROGRAMME IN THE FIELD OF SALES AND MARKETING.

THE PLACEMENT WILL BEGIN ON 01.10.2015 AND END ON 27.03.2016, FOR A TOTAL OF 6 MONTHS. *exact dates*

OUR DAILY WORKING HOURS WILL BE MORE OR LESS FROM 9:00 TO 18:00, FOR A TOTAL OF 40 HOURS PER WEEK.

WE CONFIRM WE HAVE SEEN AND AGREED WITH THE QUALITY STATEMENT AS REQUESTED BY THE ERASMUS PROGRAMME.

THE LANGUAGES WHICH WILL BE USED DURING THE PLACEMENT WILL BE SPANISH AND/OR ENGLISH.

THE TASKS OF THE TRAINEE WILL BE:

- DEVELOP A MARKETING PLAN TO SELL OUR PRODUCTS IN HIS/HER COUNTRY
- HELP US TO ESTABLISH PARTNERSHIPS WITH TECHNOLOGICAL COMPANIES IN HIS/HER COUNTRY
- TRANSLATION OF MARKETING DOCUMENTS AND SOFTWARE TO HIS/HER COUNTRY LANGUAGE

THE REFERENCE PERSON FOR THIS PLACEMENT WILL BE MR. *[Name]*, WHO WILL ACT AS TUTOR/SUPERVISOR DURING THE INTERNSHIP. HIS CONTACTS ARE: TELEPHONE: +34 *[Number]* E-MAIL: *[Email]* @ICTEL.COM

BEST REGARDS,

NAME OF SIGNATORY: *[Name]*
POSITION: GENERAL MANAGER
NAME OF COMPANY/ORGANIZATION: ICTEL INGENIEROS, S.L.
ADDRESS: AVDA. DE MADRID, 129, INTERIOR, NAVE 5, 36214 - VIGO - SPAIN
E-MAIL: *[Email]* @ICTEL.COM



Avda. de Madrid 129 Nave 5 Interior, 36214 Vigo
Telf. 986 262200 Fax 986 261217
www.ictel.com: ictel@ictel.com
CIF B3667411

cache / stamp / signature of the mentor

DATE: 25- JUNE - 2015

SIGNATURE OF THE AUTHORIZED PERSON: *[Signature]*

details of the tasks

details of the contact person



2015-06-04

Prof.Dr.,Chairman of the Board
Cell phone: +46 70

details of supervisor/mentor

Acceptance of Erasmus Internship

→ name of the student

We are happy to verify that Svenska Aerogel AB accepts Ms _____ with student ID: _____ student of Yildiz Technical University, within scope of Erasmus internship programme. We suggest the internship starts by August _____, and is planned for duration of less than three(3) months. exact dates

This programme will give _____ the following experience, knowledge, skills and competences by of the traineeship:

short descriptions of duties/tasks responsibilities

_____ will work with laboratory groups in manufacturing laboratory at Svenska Aerogel Company. She will learn new manufacturing technics of Aerogel. She will also be adapted to group work is in contact with the group and will have the opportunity to learn more about aerogels sector which a new technological products in the world and she will improve engineering information and her english language. In addition, _____ will learn Sweden culture and tradition. If she prefers, she will learn Swedish language.

Job responsibilities:

- Search and register new information
- Adapt to group work
- Support the other person for manufacturing laboratory

We do not provide remuneration, accommodation or insurance cover except for liability – personel health, travel and all other insurances must be provided by the university or student themselves.

Please do not hesitate to contact me for futher explanation or information.

Gavle and Svenska Aerogel AB, 19 February, 2015

cache/stamp/signature of supervisor or mentor

Head, Research & Development
Chairman of the Board

details of the contact person



21.01.2015

Within the scope of Erasmus+ Student Mobility for Placement, Mr. _____, student of Yildiz Technical University has been selected for an internship position in the field of Marketing, PR and Comms including Social Media Marketing from Feb 2016 to July 2016, at Visit Technology Group in Goteborg, Sweden.

- name of the student

exact dates

This programme will give _____ the following experience, knowledge, skills and competences by the end of the traineeship:

As a Sales Intern with Visit Technology Group, _____ will be working with a number of brands to learn the best techniques in selling tourism and travel platforms. This internship will allow _____ the ability to learn all of the skills needed to develop not only great sales skills, but skills needed to succeed in the world of business including an understanding of databases and CRM, email and social media marketing, in addition to learning planning and organizational skills.

Job Responsibilities

details of the responsibilities

- Identifying and selecting targets in accordance with the company's business strategy
- Assessing current customers' potential for further sales opportunities
- Organizing canvassing/cold calling missions
- Researching and analyzing market and client specific information in order to communicate efficiently (social and cultural issues, negotiation techniques)
- Planning, scheduling and communicating with prospective customers (mass emailing, phoning, trade shows)
- Creating, managing and updating a the database in the CRM
- Analysing and assessing canvassing missions
- Working with the sales and marketing teams

_____ will join our other Erasmus students in our well lit offices at their own desk and computer and phone. We do not provide remuneration, accommodation or insurance cover except for liability – personal health, travel and all other insurances must be provided by the university or the student themselves.

Please do not hesitate to contact me for further explanation or information.

Kindest regards,

details of the contact person

P: +1 520...
@visit.com
www.visit.com

Visit Technology Group AB
Kungsgatan 34-36
Goteborg, Sweden 411 19

 **VISIT**
Kungsgatan 34-36
SE-411 19 Göteborg

cached stamp/
signature of the mentor

Official letter-head document

Galavito

Letter of Acceptance

Name of organization: Galavito s.r.o.

Address:

Praha 8 - Bohnice
181 00
Czech Republic

Telephone: +420 736

Web address: www.galavito.cz

Contact Person and Supervisor: I

Partner and Managing Director
y@galavito.cz
+420 775 177 364

} details of supervisor or mentor

Within the scope of Erasmus+ Placement program, Ms.

Technical University has been selected for an internship position in marketing department from 7.10.2015 to 7.04.2016 (6 months) at Galavito s.r.o. in the Czech Republic.

→ name of the student student of Yildiz

exact dates

The duties will be:

- Assist in the distribution or delivery of marketing materials
- Perform analysis of marketing and sales data
- Prepare presentations
- Provide support to social media efforts

} short description of duties/responsibilities/tasks

The working language used during the placement period will be English.

Date: 25.02.2015

Signature:



GALAVITO s.r.o.
Fetflickova 562/24
181 00 Praha 8 - Bohnice
IČ: 0201776703

} cache / stamp / signature of supervisor or mentor

official letterhead document



name of the student

This is to confirm that we are offering [redacted] a placement in our company

Full name, address and main tel. no of the company:

Tera Europe LTD.

Address: 125 Old Broad Street, Suite 814, London EC2N1AR

Telephone: +44 20 [redacted]

Start date of placement: 29/06/2015

End date of placement: 13/09/2015

} exact dates

Duties and Responsibilities:

the details of the responsibilities

- Checking the daily financial and political news before market open
- Following up global currency and interest rates
- Providing any information on the markets to the traders for investment decisions
- Assisting in daily mid- and back office duties

Salary: An minimum internship salary will be paid. The salary does not cover the cost of living in London.

The person/the Intern will be reporting to [redacted], Managing Director of Tera Europe Ltd.

} the details of the contact person

E-mail: [redacted]@terabrokers.com

Telephone: +44 20 [redacted]

London 26/4/15

} signature/stamp of mentor

Managing Director

official letter head document



British International School

School of Languages & International Programmes

LONDON - NEW YORK - BEIJING

Acceptance Letter

This is to confirm that we are offering _____ a placement in our company, The British International School, 133 Blyth Road, UB3 1DD London.

name of the student

Start date of placement: 21.09.2015

End date of placement: 21.01.2016

} exact dates

Tasks for the Creative Department are:

- **Graphic designer:** Knowledge in Photoshop, Illustrator and InDesign required. This position is in charge of the creation of all the visual support like brochures, programmes, advertising images and many more. Video production skills will be highly appreciated.
- **Community manager:** High level of knowledge in social media platforms. This position is responsible for everything happening on social media. Even if the office hours are four a day, it is necessary to be available 24/7 for any emergency.
- **Advertising and Public Relations:** Capability in developing advertising campaigns as well as marketing research is required. Communication skills in multiple languages are appreciated and an English level of B2 is a must.
- **Engine developer:** It is necessary to be able to work with webmaster tools and plugins. There is a really close connection with the community manager.

details of tasks

The assignment to each position will depend on the duration of the internship, availability of positions and needs of the company. Please note that this position will predominately require the use of the native language.

The intern will report to _____

Email: _____@thebis.com

Tel: +44 20 _____

} details of contact person

The BIS London
22 Chiswick High Road,
London W4 1TF - UK
Tel: +44 20 3598 0302
Fax: +44 20 8747 1722
Email: info.ldn@thebis.com

The BIS New York
1270 Broadway, New York
NY 10001 - USA
Tel: +1 646 657 2130
Fax: +1 646 657 2750
Email: info.ny@thebis.com

The BIS Beijing
15 F China World Tower 3
No 1 Jianguomenwai
Avenue, Chaoyang District
Beijing, 100004 P.R. China
Email: info.chn@thebis.com



British International School

School of Languages & Integration Programmes

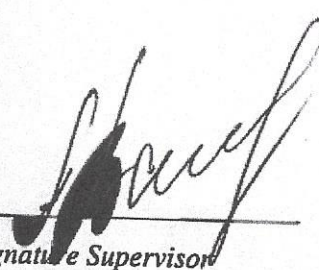
LONDON • NEW YORK • BEIJING

The internship is unpaid but there is the opportunity to attend Business and General English classes in our school free of charge (6 hours per week). A further benefit will be a discount on the cost of public transport if the intern is applying through a university.

The intern will work in an English speaking environment and he is required to have at least a B2 English level.

British International School
Marketing Department
Enterprise House
133 Blyth Road - Hayes
Middlesex UB3 1DD - UK

Stamp


Signature Supervisor

London

13.02.2015

Place and Date

Signature / Stamp of
mentor.

The BIS London
22 Chiswick High Road,
London W4 1LE - UK
Tel +44 20 3598 0502
Fax +44 20 3747 1722
Email info.ldn@thebis.com

The BIS New York
1270 Broadway, New York
NY 10001 - USA
Tel +1 646 657 2730
Fax +1 646 657 2750
Email info.ny@thebis.com

The BIS Beijing
15 T China World Tower 3
No 1 Jianguomenwai
Avenue, Chaoyang District
Beijing 100004 P.R. China
Email info.chn@thebis.com