

René Mustermann

Erasmus+ Long-term Mobility for VET students (ErasmusPro)

[10/10/2025 – 31/08/2026]

STATUS AT THE SENDING ORGANISATION (LEARNING PROGRAMME OR JOB TITLE)

Training as specialist staff for restaurant and event catering

HOST ORGANISATION(S)

Restaurant "Dummy"

HOST COUNTRY AND CITY

Spain

HOST EMAIL / PHONE

mentor@dummy.es

FIELD

Vocational education and training

MODE

Physical mobility activity

Learning outcomes

LEARNING OUTCOME 1: PROFESSIONAL SKILLS

- Welcome guests and accompany them to the table
- Inform guests about seasonal dishes and advise them on their selection
- Take orders independently
- Apply hygiene rules and storage regulations for food

LEARNING OUTCOME 2: ORGANISATIONAL AND LEADERSHIP TALENT

- react spontaneously and flexibly to guest enquiries and special requests in an appropriate manner
- maintain an overview and a calm demeanour and work carefully even when the workload is high

LEARNING OUTCOME 3: LANGUAGE SKILLS

- Coordinate work tasks with colleagues in English and describe proposals
- use specific technical vocabulary in English and Spanish
- use common greetings and polite phrases in Spanish

LEARNING OUTCOME 4: COMMUNICATIVE SKILLS

- Greet guests and use the Spanish way of communicating
- look after guests in a friendly and courteous manner
- work effectively with colleagues from different countries

Activities and tasks

ACTIVITY 1: MIS EN PLACE

The holder of the mobility certificate had the task of preparing the necessary ingredients for the cooking, providing the spices and oils and laying out all the cooking utensils.

ACTIVITY 2: TABLE SETTING

The holder of the mobility certificate had the task of preparing and arranging appropriate table settings for the occasion.

ACTIVITY 3: SERVICE

The holder of the mobility certificate had the task of serving drinks and food.

Mentoring and monitoring arrangements

SUPPORT AND MONITORING RULES 1: REGULAR EXCHANGES

Once a week, the holder of the mobility certificate is going to meet with their mentor at the host organisation. In these meetings, they are going to discuss the well-being of the participant and the progress made.

SUPPORT AND MONITORING ARRANGEMENTS 2: REGULAR EXCHANGES

The host organisation and the sending organisation are going to meet up once a month. The sending organisation will be informed about the progress of the holder of the mobility certificate.

Evaluation, recognition, and return to the sending organisation

EVALUATION OF LEARNING OUTCOMES

EVALUATION FORMAT AND PROCEDURES

After the return of the mobility activity, a practical examination will take place in which the participant must demonstrate what they have learnt during their stay. The assessment will be carried out by the teaching staff in combination with the Erasmus+ coordinator. If the results are disputed, another expert will be called in to give their opinion.

After the final decision, the grade is sent to the host organisation. In an exchange, both sides will have a chance to ask questions.

EVALUATION CRITERIA

The evaluation criteria can be found in the appendix.

RECOGNITION OF LEARNING OUTCOMES

As the assessment is based on the marks awarded by the sending organisation, they will be recognised as soon as the student receives a passing grade

RETURN TO THE SENDING ORGANISATION

RETURN DESTINATION

Sending Organisation

RETURN CONDITIONS

No measures need to be fulfilled after the return.

Contact information

PARTICIPANT (HOLDER OF THE DOCUMENT)

FULL NAME

René Mustermann

EMAIL AND PHONE NUMBER

rene.mustermann@beispiel.be
+32 475 123456

PARENT / LEGAL GUARDIAN

Brigitte Mustermann

EMAIL AND PHONE NUMBER

brigitte.mustermann@beispiel.be
+32 478 456789

RESPONSIBLE PERSONS AT THE SENDING ORGANISATION

MENTOR

Natalia Example

JOB TITLE

Erasmus+ Coordination

EMAIL AND PHONE NUMBER

polk.pibb.be
+32 479 413172

ADMINISTRATIVE CONTACT

Inge Zimmermann

JOB TITLE

Accounting

EMAIL AND PHONE NUMBER

polk.pibb.be
+32 479 413172

EMERGENCY CONTACT

Natalia Example

JOB TITLE

Erasmus+ Coordination

EMAIL AND PHONE NUMBER

polk.pibb.be
+32 479 413172

RESPONSIBLE PERSONS AT THE HOST ORGANISATION

MENTOR

Antonio Mustermann

JOB TITLE

Restaurant manager

EMAIL AND PHONE NUMBER

mentor@dummy.es
+34 4131 1258

ADMINISTRATIVE CONTACT

Fabio Muster

JOB TITLE

Management

EMAIL AND PHONE NUMBER

mentor@dummy.es
+34 4131 1258

EMERGENCY CONTACT

Antonio Mustermann

JOB TITLE

Restaurant manager

EMAIL AND PHONE NUMBER

mentor@dummy.es
+34 4131 1258

ACCOMPANYING PERSONS

ACCOMPANYING PERSON

Natalia Example

PERIOD OF STAY

| | | | |
|-------|----|----|------|
| FROM: | 03 | 03 | 2026 |
| TO: | 05 | 03 | 2026 |

JOB TITLE

Erasmus+
Coordination

EMAIL AND PHONE NUMBER

polk.pibb.be
+32 479 413172

SENDING ORGANISATION

Musterorganisation

RESPONSIBLE PERSON

Petra Schreiber

ADDRESS

Musterstr. 7, B-4753 Musterstadt

DATE

10 | 08 | 2025

SIGNATURE

Petra Schreiber

HOSTING ORGANISATION

Restaurant "Dummy"

RESPONSIBLE PERSON

Fabio Muster

ADDRESS

Musterstr. 13, ESP-35689 Musterstadt

DATE

08 | 08 | 2025

SIGNATURE

Fabio Muster

PARTICIPANT

René Mustermann

DATE

10 | 08 | 2025

SIGNATURE

René Mustermann

PARENT / LEGAL GUARDIAN

Brigitte Mustermann

DATE

10 | 08 | 2025

SIGNATURE

Brigitte Mustermann