****

**Report of Participation in**

Staff and Student Exchange Program in 2017

**Part 1: Personal information**

1. Country ………………………….................................................................................................

**Part 2: Information about participation in program**

2. Host faculty ……………………………………………………………………………………… Supervisor’s name………………………………………………………………………………...

3. Duration of participation

 From (D/M/Y) to (D/M/Y)

4. Activity

 4.1 Study

 Number of subjects and credits registered at UBU

|  |  |  |
| --- | --- | --- |
| **Subject** | **Credits** | **Grade** |
|  |  |  |
|  |  |  |
|  |  |  |

 Number of credits transferred to the home university credits

 4.2 Training/internship/research

|  |  |  |
| --- | --- | --- |
| **Title** | **No. of hours** | **Grade** |
|  |  |  |
|  |  |  |
|  |  |  |

 4.3 Others (please specify)

 ………………………………………………………………………………………………

 ………………………………………………………………………………………………

 ……………………………………………………………………………………………….

**Part 3: Experiences gained from participation at UBU**

Please mark (✓) based on level of satisfaction

 5 = Excellent 4 = Very good 3 = Good 2 = Poor 1 = Very poor

Tick ✓ ‘Not applicable’ column for any items not provided by the host faculty

|  |  |  |
| --- | --- | --- |
| **Item** | **Level of satisfaction** | Not applicable |
| **5** | **4** | **3** | **2** | **1** |
| **Academic aspects provided by the host faculty** |  |
| - Educational materials |  |  |  |  |  |  |
| - Learning equipment |  |  |  |  |  |  |
| - Library |  |  |  |  |  |  |
| - Quality of instructors |  |  |  |  |  |  |
| - Quality of programs  |  |  |  |  |  |  |
| - Class environment |  |  |  |  |  |  |
| - Methods of teaching |  |  |  |  |  |  |
| - Others, please specify ………………………………………………………………………………….…………………………………………………………………………………………………………… |
| **Services** |  |
| - Registration |  |  |  |  |  |  |
| - Accommodation  |  |  |  |  |  |  |
| - Health care |  |  |  |  |  |  |
| - Visa assistance/extension |  |  |  |  |  |  |
| - Cultural activities |  |  |  |  |  |  |
| - Pick-up arrangements |  |  |  |  |  |  |
| - Guidance |  |  |  |  |  |  |
| - Others, please specify ………………………………………………………………………………….…………………………………………………………………………………………………………… |

**Part 4: Benefits gained from participation**

Please mark (✓) based on level of satisfaction

 5 = Excellent 4 = Very good 3 = Good 2 = Poor 1 = Very poor

|  |  |
| --- | --- |
| **Item** | **Level of satisfaction** |
| **5** | **4** | **3** | **2** | **1** |
| Cross-cultural understanding |  |  |  |  |  |
| Knowledge related to improvement of your area of study  |  |  |  |  |  |
| English language proficiency improvement |  |  |  |  |  |
| Profile enhancement |  |  |  |  |  |
| Career path preparation |  |  |  |  |  |
| Communication skills |  |  |  |  |  |
| Social skills improvement |  |  |  |  |  |
| - Others, please specify ………………………………………………………………………………………………………………………………………………………………………. |

**Part 5: Suggestions to help us improve the program**

 5.1 Academic aspects

 5.2 Services

* Registration

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

* Accommodation

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

* Health care

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

* Visa assistance/extension

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

* Cultural activities

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

* Pick-up arrangements

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

* Guidance

 ………………………………………………………………………………………………….

 ………………………………………………………………………………………………….

………………………………………………………………………………………………….

5.3 Other suggestions

Thank you very much for you co-operation