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| **INTERNSHIP OFFER FORM** |
| *Please complete the form below if you wish to send us an internship offer.*  *We will publicize your offer directly on our website so that it is visible to the students.*  *Only the information concerning the details of the offer, the tasks and required profile will be published on our website. Under no circumstance will the details of your organisation be published.*  *Our Team will liaise with students who are interested in your offer.* |

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| **YOUR ORGANISATION** | | | |
| Name |  | | |
| Activity |  | | |
| Address |  | | |
| Country |  | | |
| HR Contact |  | | |
| Function |  | | |
| Email |  | Phone |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **DETAILS OF THE OFFER** | | | |
| Reference |  | | |
| Title of the internship |  | | |
| Field of activity |  | | |
| Proposed hosting period |  | Length of the internship |  |
| Stipend (if applicable) |  | Disability facilities | ☐ Yes  ☐ No |
| Placement location/ Department |  | | |

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| --- | --- |
| **INTERNSHIP AND MISSIONS** | |
| Description of activities |  |
| Objectives of the internship |  |
| Missions  *[List the tasks assigned]* |  |
| Your advantages |  |

|  |  |
| --- | --- |
| **REQUIRED PROFILE** | |
| Level of education |  |
| Diplomas/Degrees? |  |
| Required English Language Proficiency |  |
| Other Skills / qualities required |  |

* This form should be emailed to:

[elan.interreg@gmail.com](mailto:elan.interreg@gmail.com) and [elan@campusfrance.org](mailto:elan@campusfrance.org)

***Information regarding the processing of your personal data***

*The ELAN project partners, the Académie de Martinique and Campus France: ("We") request and collect personal data in order to process your internship offer. This information is conserved for the time necessary to respect our commitments and our rights under the ELAN project. Your information will only be transferred to our authorized technical service providers.*

*You have the right to access your data or request that it is erased. You also have a right to oppose, a right to rectify and a right to limit the processing of your data. If you wish to exercise any of these rights feel free to contact us at* [*elan.interreg@gmail.com*](mailto:elan.interreg@gmail.com) *or at* [*elan@campusfrance.org*](mailto:elan@campusfrance.org)

*For more information on these procedures, you can consult our Privacy policy (*[*http://www.elan-interreg.org/politique-de-confidentialite*](http://www.elan-interreg.org/politique-de-confidentialite)*) or contact us at the following email address:* [*elan.interreg@gmail.com*](mailto:elan.interreg@gmail.com) *or* [*elan@campusfrance.org*](mailto:elan@campusfrance.org)*.*