**CEMS Skill of Giving**

**Form**

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| **Student Contact Information** |
| **First Name** |  |
| **Surname** |  |
| **SGH student ID** |  |
| **Email** |  |
| **Home university** |  |
| **Host university** |  |

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| **Institution/NGO’s Contact Information (Beneficiary)** |
| **Institution/NGO’s Name** |  |
| **Primary Industry** |  |
| **Address** |  |
| **City** |  |
| **Country** |  |
| Institution’s/NGO’s Main contact  |
| **First Name** |  |
| **Surname** |  |
| **Email** |  |
| **Phone** |  |

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| **Skill seminar Information** |
| **Description of the volunteer work/charity/social work**  |  |
| **Key challenges** |  |
| **Expected learning outcome** |  |
| **Date and time of contribution (at least 4 hours) - DD/MM/YY 00:00-00:00** |  |
| **Form of work** | ☐ alone☐ in group ( Name other persons …........................................................................…....................................................................... |
| Date of submission of the form and other documents |  **DD/MM/YY** |
| I am also submitting:* **a formal, verifiable certificate or statement from the institution/NGO’s beneficiary (send from institutions official e-mail or signed and send by scan)**
* **personal documentation, for example in a series of photos or a short film.**
* ***An individual reflection paper* (approximately 950 – 1050 words but can be longer) where the learning gained from the experience is described. In particular, how the student believes that the experience and the qualities that he/she drew on (for example acceptance, generosity) impact him/her and will be incorporated in his/her future professional and leadership roles.**
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**Please return completed form by email to:**

CEMS Office at SGH

cems@sgh.waw.pl