



Name of evaluator: _____

**COMENIUS INDIVIDUAL PUPIL MOBILITY
COMMON EUROPEAN QUALITY ASSESSMENT SHEET
2013**

Reference N°

**Name of the applicant
institution:**

Note on the points system:

part I. Overall assessment

The ratings of the application against the quality criteria result in a total number of points out of a maximum of 100.

Each criterion is given a maximum number of points.

Please note that applications scoring less than 60 points in the quality assessment should not be selected for funding.

Part II. Assessment per host school

The ratings of the application (host school – section 7 of the application form) against the quality criteria result in a total number of points out of a maximum of 60.

Each criterion is given a maximum number of points.

Please note that applications scoring less than 35 points in the quality assessment should not be selected for funding.

Part I. Overall assessment

	Points	Max.
Quality of the mobility		60
1. The objectives of the mobility are clear and realistic. The involvement of the sending school and the host school/s is well explained and appropriate to achieve the set objectives.		15
2. There is evidence of existing cooperation between the sending school and the host school/s. The content of the planned mobilities is linked to the existing cooperation between the schools.		15
3. Appropriate measures are proposed to ensure effective cooperation and communication between the sending and the host school/s.		10
4. The application sets out clear and relevant criteria and a realistic procedure how the pupils will be selected.		10
5. The measures taken by the sending school to recognise the studies abroad are clear and appropriate. The implication of all actors (sending school, host school and pupil) in the establishment of the learning agreement is clear and well defined.		10
Support of participants and protection of pupils		20
6. Appropriate measures are proposed by the sending school to ensure the necessary support to staff involved. The application makes it clear how the school will recognise the work of the contact teacher.		10
7. The measures to ensure the necessary support and protection/safety of the pupil/s by the sending school are clear and detailed.		10
Impact and European added value		20
8. The impact and benefits of European cooperation on the participating actors are clear and well defined.		10
9. The application makes it clear how the mobility will contribute to sustainable cooperation between both schools in the future.		10
TOTAL POINTS FOR THE QUALITY ASSESSMENT (Part I)		100

Part II. Assessment per host school**Section 7 of the Application Form: Description and implementation of the planned Comenius pupil mobility/ies by the host school/s***Add lines/columns if there are more than three host schools.*

Names of the host school/s	
Host school 1:	
Host school 2:	
Host school 3:	

	Max. points	Host school 1	Host school 2	Host school 3
Quality of the mobility	30			
1. The planned pupil mobility/ies will contribute to further improvement of the existing cooperation between the schools.	10			
2. The application sets out clear and relevant criteria and a realistic procedure how the host families will be identified and selected.	15			
3. The planned mobility/ies are reciprocal.	5			
Support of participants and protection of pupils	30			
4. Appropriate measures are proposed to ensure the necessary support to host families.	10			
5. Appropriate measures are proposed to ensure the necessary support to participating pupil/s. The measures to ensure the protection/safety of the pupil/s are clear and detailed.	10			
6. Appropriate measures are proposed to ensure the necessary support to staff involved. The application makes it clear how the school will recognise the work of the mentor.	10			
Total points for the quality assessment per host school (Part II)	60			

OVERALL COMMENTS:

Please be as specific and clear as possible, avoid personal judgment and use neutral language. In the case of less good quality applications, please explain points which you feel could be improved (these comments may be sent as feedback to unsuccessful applicants).

I hereby declare to the best of my knowledge that I have no conflict of interest (including family, emotional life, political affinity, economic interest or any other shared interest) with the organisation(s) or any of the persons having submitted this grant application. Furthermore, I confirm that I will not communicate to any third party any information that may be disclosed to me in the context of my work as an evaluator.

Date

Name and signature