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This type of characteristic must be compiled in the personnel Department of the organization where the practice took place, or by the person under whose direction the practice took place on the part of the enterprise. I write "must be compiled", because most often no one in the company wants to make these characteristics. They ask the student to write it on their own, but only sign it at the enterprise. That is why it is important to know the specifics of writing this document.

The characteristics of the trainee student must be printed on the letterhead of the company where the student passed the internship.

The place of presentation is the student's educational institution.

Features of the content: the assessment of the General level of professionalism, preparedness, knowledge and skills of the student shown during the internship should be given. Note that the practice can be introductory (in the first years of training), production (in the middle years) and pre-graduate (respectively, after the final course of training). At the same time, the structure and content of the characteristics for the student-trainee remain virtually unchanged.

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Structure characteristics:

1. Cap – the name and details of the company must be specified.
2. Introduction – full name of the student, name of the company's division, period of practice, type of practice (introductory, production, pre-diploma).
3. Indication of the student's duties during the internship, the characteristics of the success of their implementation.
4. The final part – based on the success of the duties in the conclusion, the student is given a final assessment of the practice.