

CAREER COACHING

INDIVIDUAL COACHING – DOCUMENTATION SHEET

Number of meetings	Date	Signature Coachee
1. Coaching date		
2. Coaching date		
3. Coaching date		
4. Coaching date		
5. Coaching date		

Total hours: _____

Please enter the dates of the coaching sessions and the total number of hours (max. 5 hours) and sign.

The hours must be within the contract period.

Hand in the documentation form to the Staff Unit University Development at the end of all sessions.

The form is a prerequisite for payment of the coaching sessions.

Contact

Franziska Frank

President's Office and Staff Unit University Development

akademische-qualifizierung@uni-erfurt.de