

**Letter of confirmation for a student internship/traineeship -  
to be completed by the host institution**

**Student**

Name, First Name	
Student ID No.	
Subject:	
Email:	

**Employer**

Enterprise/organization	
Branch of industry:	
Adress:	
Contact person	
Phone:	
Email:	

**Duration of internship**

Period (D/ M/Y):	
Weeks:	
Working hours (in total)	

**Job description**

Please note that this certification should be filled at the end of the students's internship!  
The letter of confirmation is usually complemented by a certified reference of traineeship  
from the host institution.

\_\_\_\_\_  
Place, Date  
Stamp

\_\_\_\_\_  
Signature of employer