

## **CONFIRMATION LETTER FOR ERASMUS+ STAFF MOBILITY ABROAD**

This is to confirm that \_\_\_\_\_

from our SRH partner university \_\_\_\_\_

in Germany, has participated in a staff mobility at our institution in the framework of the ERASMUS+ training program. Details are provided as follows:

Name of host institution: \_\_\_\_\_

City and country of host institution: \_\_\_\_\_

ERASMUS code of host institution: \_\_\_\_\_

Duration of stay of the staff member (days): \_\_\_\_\_

*(Must be between 2 and 60 days)*

- Start date (dd/mm/yyyy): \_\_\_\_/\_\_\_\_/20\_\_\_\_  
*(The **first** day that the staff member was present at the host institution in order to carry out activities as described in the Mobility Agreement – Training)*
- End date (dd/mm/yyyy): \_\_\_\_/\_\_\_\_/20\_\_\_\_  
*(The **last** day that the staff member was present at the host institution in order to carry out activities as described in the Mobility Agreement – Training)*
- It is expected that activities directly related to the mobility program are scheduled for every single day of the staff member's stay.

Main language of training: \_\_\_\_\_

Types of activities that were carried out during the mobility (e.g. job shadowing, work placement, training, workshop):

\_\_\_\_\_  
\_\_\_\_\_

Name of signatory: \_\_\_\_\_

Function of signatory: \_\_\_\_\_

Date, place: \_\_\_\_\_

*(Must be signed no earlier than on the day specified above as the end date of the mobility program.)*

\_\_\_\_\_  
Stamp and signature of authorized person at host institution