**ERASMUS-PLACEMENT**

**academic year 20\_\_/20\_\_**

**Letter of confirmation for a student stay abroad**

**To be completed by the host institution:**

**It is hereby certified that**

Name of intern:.

home university: Freie Universität Berlin

has worked as a trainee in our institution

from (day, month, year)

to (day, month, year)

working hours/week:

**Virtual internship period** (if applicable):

from (day, month, year)

to (day, month, year)

Name of host institution

Name of signatory

Function

Date

Stamp and Signature

**Please note that this certification should be filled at the end of the student’s stay abroad!**

**This letter of confirmation is usually complemented by a certified reference of traineeship from the host institution.**