

Confirmation of Stay Academic Year

Confirmation of Stay – Part I has to be filled out and signed **no later than two weeks** after you begin your academic/traineeship activities at the host institution.

Confirmation of Stay – Part II is intended to officially confirm the end of your stay. **It may not be signed earlier than your last day of stay.**

Please note that other documents issued by the host institution can be accepted as a substitute, as long as they include the same relevant details.

Name of student: (Universität Witten/Herdecke D WITTEN02)			
Host institution: (Name and/or Erasmus- Code)			
Duration of stay: * for traineeships	one semester	academic year	n/a*
Type of participation at host institution	physical	virtual	blended, i.e. mix of both ¹

Part I: Start of stay at host institution	
Start of student's mobility period²: (DD/MM/YYYY)	
Name and Position of Signatory	
Place, Date	
Signature and Stamp³	

Part II: End of stay at host institution	
End of student's mobility period²: (DD/MM/YYYY)	
Name and Position of Signatory	
Place, Date	
Signature and Stamp³	

¹: For blended stays, please indicate physical and virtual duration separately.

²: First/last day the student has been present at the host institution for academic/traineeship reasons (e. g. courses, welcome event, language training), attended a virtual component or attended/submitted an exam/paper. Excluding travel days.

³ Signature and stamp may be inserted electronically. Digital signatures/certificates are also accepted.