

**NOTE: This form must be completely filled out in order to be accepted!!**

**ERASMUS+**

**CONFIRMATION OF ATTENDANCE**

**STUDENT MOBILITY FOR STUDIES (SMS)**

|  |  |  |
| --- | --- | --- |
| It is hereby certified that | | |
| **Mr / Ms .** |  | |
| student of |  | (field of studies) |

was an Erasmus+ student between the following dates

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| from |  | | |  | until |  | | |
|  | Day | Month | Year |  |  | Day | Month | Year |

|  |  |  |  |
| --- | --- | --- | --- |
| at | Lauder Business School |  | International Business |
|  | Host university |  | Institution and Department |

**To be completed by the host institution (university):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| Name of signatory |  |  | Function |  |
| Date |  |  | Stamp and signature | |

The letter of confirmation has to be completed **during the last week (or later)** of the Erasmus+ stay abroad and has to be submitted **within 30 days** after completing the stay to the Lauder Business School International Office as an **original.**

Please note that the **actual duration of stay** at the host institution must be filled out. In case of a shorter stay the amount of the grant will be reduced proportionally. **Duration**: at least **three entire months** (e.g. 7 March - 6 June).

|  |  |
| --- | --- |
|  |  |