

**ERASMUS PLUS PROGRAMME**  
**Key action 1 – Student mobility for Traineeship**

**LETTER OF ACCEPTANCE**

(HEADED PAPER OF THE HOST ORGANIZATION)

**NAME OF THE HOST ORGANIZATION:** \_\_\_\_\_

We, the undersigned, undertake to collaborate within the framework of the **Erasmus+ Traineeship** programme.

We are willing to host \_\_\_\_\_ (name/surname of the student)

Planned dates of start and end of the Traineeship period: from \_\_\_\_\_(dd/mm/yyyy)  
until \_\_\_\_\_(dd/mm/yyyy), that is .... months (the Traineeship must in all cases be  
concluded by September 30<sup>th</sup>, 2018).

Knowledge, skills and competences to be acquired:

- Programme of the training period:

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- Tasks of the trainee:

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- Monitoring and evaluation plan:

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We also require the candidates:

- To be fluent in the following language/s:

1) \_\_\_\_\_ ☐ Basic - ☐ Intermediate - ☐ Advanced

2) \_\_\_\_\_ ☐ Basic - ☐ Intermediate - ☐ Advanced

- Any other relevant information: .....

We will guarantee the following facilities:

- Accommodation: ☐ YES / ☐ NO
- Canteen: ☐ YES / ☐ NO
- small salary: ☐ YES / ☐ NO
- others, specify \_\_\_\_\_

All the details mentioned above are outlined in the proposal and are agreed upon mutually.

**Responsible of Host Organization**

Name:

Position:

E-mail:

Phone nr.:

**Information on Host Organization**

Organization:

Address:

Postal Code, City:

Country:

Web-site:

Date,

Signature of authorised Person:

Stamp: