

Letter of Intent\*

I, the undersigned Mr/Ms ……………………………………………… certify that I commit myself as a partner to participate in:

**Erasmus+ Programme (2014-2020)**

**Key Action 1(KA1) - Learning Mobility of Individuals**

**Student Mobility for Traineeships**

I commit myself to receive …………………………............................. (*name and surname*) from the University of Economics and Innovation in Lublin, Poland

for traineeship from ………………...............…(day/month/year) to …….………...…...........… (day/month/year)

at ………………………………………………………………………………..................................................…....... (*the name and address of the host enterprise/organisation*), *registered in*

*(country)………………………………., No ………………..............…….; VAT No ………………...........………*

The goal of the traineeship will include:

………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………

General job description: …………………………………………………………………………………………………

Tasks will include:

1. ……………………………………………………………………………………………………………………………

2. ……………………………………………………………………………………………………………………………

3……………………………………………………………………………………………………………………………

Candidate requirements (*please also specify language requirements*):

1. ……………………………………………………………………………………………………………………………

2. ……………………………………………………………………………………………………………………………

3. ……………………………………………………………………………………………………………………………

Mentor/Contact person for student traineeship

………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………

(*please fill name, position, address incl. phone, fax and email*)

All expenses will be covered by the Erasmus+ grant and the student/s themselves (the host enterprise/organisation may give an additional financial contribution or a contribution in kind to the student/s).

Stamp and signature

\*The letter sent by the enterprise/organisation which agrees to host student/s for Erasmus+ Traineeship. This letter should be written on official headed paper and signed by the authorized person in the partner organization and make a reference to the Erasmus+ programme. In addition it should indicate a summary of the role of the partner and its financial contribution (if any).