**ERASMUS+ 20…-20…**

**Attendance Certificate –Staff mobility for training**

This MANDATORY document has to be filled and signed by a representative of the *Host Institution* and to be handed maximum two weeks after the staff’s return in [*name of the home institution*].

I, the undersigned

Title

from [*name of host institution*] hereby confirm that **Mrs/Mr ……………….** from [………………] attended an Erasmus+ Staff Training

from (date of arrival : day/month/year)

till (date of departure : day/month/year)

SIGNATURES

|  |  |
| --- | --- |
| The participant | Host organisation |
| **[forename, name]**, | **[forename, name]**,**[Function]** |
| Signature | Signature and stamp |