** A red sign with white text

Description automatically generated

Departure confirmation  
(Proof of Attendance)

Dear Sir/Madam,

You are kindly asked to confirm the arrival- and departure dates for our student’s   
*(full name)*

Erasmus+ stay at your institution.

To be completed by the host institution:

We hereby confirm that the student *(full name):*

born *(date of birth):*

from Technical University Denmark

has performed a physical exchange stay in the framework of the Erasmus+ programme

at *(hostuniversity)* -   
Erasmus Code *(insert code):*

The student was present at our institution from: \_\_.\_\_.\_\_\_\_ to \_\_.\_\_.\_\_\_\_

Including the whole exam period

Name:

Signature:

Date and place:

**In case of blended mobility:** We hereby certify that the above student participated in online mobility at our institution/company from ……/……/…… (dd.mm.yy) to ……/……/…… (dd.mm.yy)

***Signatures:*** *must be made by hand on paper or via the host institution’s own verified system.   
If signed digitally (Adobe sign or other) the document must be sent to* [*erasmus@dtu.dk*](mailto:erasmus@dtu.dk) *by the host university according to the Danish NA for Erasmus+*

*Signatures copied/pasted into the document cannot be accepted.*

*Date of signature cannot be more than 5 days prior to end date stated.*