

**ARRIVAL AND ATTENDANCE CERTIFICATE**  
**UAB EXCHANGE PROGRAMME TRAINEESHIPS 2025-2026**

NAME OF THE STUDENT: .....

HOST INSTITUTION: .....

**INSTRUCTIONS:**

-The host institution must **sign and stamp** the corresponding part of this document at the arrival of the student. The document must be sent scanned to the UAB Employability Service at [occupational.mobility@uab.cat](mailto:occupational.mobility@uab.cat) after this.

-When finishing the placement period, the host institution will have to sign and stamp the departure part of this document and the student should send the document to the UAB Employability Service.

-All fields of this document must be filled. If not, this document will not be accepted.

**ARRIVAL**

I certify that the student has started his/her placement at the host institution on:

...../...../.....  
day / month / year

Tutor's name:.....

Position: .....

Signature:

Official stamp:

Done at : ....., on .....

**DEPARTURE**

I certify that the student has completed his/her placement period on:

...../...../.....  
day / month / year

Tutor's Name:.....

Position: .....

Signature:

Official stamp:

Done at : ....., on .....