

## LETTER OF INTENT

***[Please copy on company's headed paper before signing in original]***

We hereby confirm that we are willing to host **Mr/Ms**..... student of the University of Genoa, as an Erasmus + trainee in our company, if he/she obtains an Erasmus + traineeship grant from University of Genoa. In this case we agree to sign a learning agreement with the student and the University of Genoa. We intend to entrust him/her with tasks and responsibilities according to his/her studies, qualifications and knowledge.

**Traineeship duration:** ..... months ( min 2 max 12 months)

**The traineeship will start on** ..... **and end on** .....

(This training can be carried out between **June 2020** and **September 2021**)

**Contents/Task of the proposed traineeship** (description of trainee's tasks):

.....  
.....  
.....  
.....

**Form of implementation:**

Working hours per day (no more than 40 hours per week) .....

**Information on the host enterprise:**

Name of company: ..... Enterprise legal form:.....

Name of the head of the company: .....

Address:.....

Country:..... Tel:..... Fax: .....

e-mail: ..... Web site.....

Name of traineeship supervisor at the company ("tutor"): .....

Tutor's e-mail: ..... Tutor's phone number:.....

Number of employees..... VAT or Association Registration nr: .....

**Short description of enterprise activities:**

.....  
.....  
.....

**Optional: if you have checked the candidate's knowledge of the language(s) required for the traineeship, please fill out the following declaration:**

"We declare that the candidate has an adequate knowledge of the ..... language to carry out the traineeship period at our company."

Date: ..... Name of company legal representative: .....

Signature: .....

**Company stamp** (compulsory whenever this form is not written on headed paper):



stamp

**UNIVERSITY OF GENOA (I GENOVA 01)**

**Read and approved**

Name of professor responsible at the University of Genoa .....

Signature .....

Date: .....



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