|  |  |
| --- | --- |
| Name of the host Institution |  |
|  |
| **IT IS HEREBY CERTIFIED THAT:** |
| Mr./Ms. |  |
| from the |  |
| *(name of the home school)* |
| from the |  |
| *(name of the home Institution)* |
|  |
| has been an **exchange student** at our Institution: |
| between |  |  |  | To |  |  |  |
|  | Day | Month | Year |  | Day | Month | Year |
| in the Department(s)/ Faculty of |  |
|  |
|  |  |  |
|  |  |  |
| Date |  |  |  |  |  |
|  | Day | Month | Year |  |  |
|  |  |  |  |
| Signature |  |  | Stamp |
|  |
| Name of the signatory |  |
| Function |  |
|  |
| Validity requirements for this certificate:1. The certificate must be original.
2. The certificate must be signed by the international relations responsible of the institution.
3. The certificate must be sealed with the institution stamp.
4. The certificate must show clearly three dates: Date of beginning of the stay, date of end of the stay and date of signature of this certificate.
5. The certificate must be signed after the ending date of stay (never before). Consequently the date of the signature must be equal or greater than the date of conclusion.
6. The certificate must not have any stud or correction.
 |
| To be sent to (\*):INTERNATIONAL STUDENTS OFFICE “OMI”(International Relations Service of UPC) Edifici BIB (Biblioteca), planta baixa. Campus Nord UPC.c/Jordi Girona, nº1-3. 08034 Barcelona. Spain**Academic year 2011-2012** |

(\*): Students from schools EUOOT, EPSEVG, EPSEB, EAE, EUNCET, EETAC, FNB, CITM

have to send or deliver this certificate of stay to the International Relations Office of their home school.
The rest of UPC-BarcelonaTech students, they have to deliver it at the International Students Office (OMI).