

Certificate of Attendance

KA1 – Mobility of Staff

Details of the visited school / organisation:

Name:

Address:

Postal Code & Town:

Country:

This is to confirm that the following person(s), visiting from [name visiting school] in [city of the visiting school]

First name	Last name

has / have attended our school / organisation in the context of a

Job Shadowing / Teaching Assignment*

From dd-mm-yyyy until dd-mm-yyyy.

Place, date

**Signature of head of the
receiving school/organisation**

Stamp

*This certificate is only valid for **Job Shadowing** and **Teaching Assignments** in Call 2018, Call 2019 and Call 2020 projects. **Course & Training** mobilities need a separate certificate, issued and signed by the course provider specifying the name of the participant, the name of the course taken as well as the start and end date of the participant's participation in the course.

This format is intended as a helpful example of an attendance list. The NL01 National Agency does not accept liability for incorrect use or incorrect content of this format. Please keep a copy of all signed certificates in your school's project administration.