



Final Confirmation of Stay for PROMOS- Scholars

Please sign at end of mobility

The student mentioned below is holder of a PROMOS scholarship rewarded by the German Academic Exchange Service (DAAD) and the University of Bremen. In order to obtain the granted funds, this form has to be signed by the host institution at the official end of the guest student's stay. Please do not sign earlier than 7 days before the official end of PROMOS scholarship and upload it immediately. Thank you!

It is hereby confirmed that the student from the University of Bremen, Germany

Last name, first name _____

has studied/ worked at our institution as a fulltime

visiting/ research student or language course participant (≥ 25 h/ per week) or visiting intern

from _____ (day/ month/ year) to _____ (day/ month/ year).

If intern, please specify job title and any payment: _____

Full name of receiving Institution: _____

City: _____ Country: _____

Name of Signatory (in block capitals): _____

Function of Signatory: _____

Date: _____

Signature: _____

Official Stamp or Seal of Institution, if available:

Important Information for host institutions:

Please note, that the scholarship is calculated with a one-day accuracy. **Please do not fill in your general semester dates, instead fill in the actual study period from the first day of study (including orientation week) to the last day of study (including exam period) of the guest student.**

Important Information for the student of the University of Bremen:

1. The student is required to upload the signed Confirmation of Stay to Mobility Online **immediately** after signature.
2. The student has to upload the final report no later than 4 weeks after the official end of the sponsored stay. **The PROMOS scholarship will be reclaimed if documents are not or incompletely handed in or if any changes have been made to the mobility without prior consultation with the International Office Bremen.**