

LETTER OF COMMITMENT

HOST INSTITUTION FOR ERASMUS TRAINEESHIP PROGRAMME 2020/21

We hereby commit to host ..... *[name, surname]* for an internship with our organization.

I, the undersigned *[name, surname]* .....  
*[position within the organization]* .....  
confirm that *[name of Institution/Company/Organization]* .....

[henceforth: the Host Institution]

located at *[provide full address]* .....

email: .....

type of organization/legal status.....

operating in the field of .....

is willing to participate in the **Erasmus Traineeship Programme 2020/2021** in collaboration with the Dipartimento di Lingue e Letterature Straniere e Culture Moderne at the University of Torino, Italy [henceforth: the Sending Institution].

We commit to act as **Host Institution** for

- *[name, surname]* ..... [henceforth: the Intern]
- period of internship *[provide approximate start/end dates]* .....
- number of months .....
- location of internship *[provide full address]*.....
- number of employees at internship location (not including other interns) .....

The Intern will work under the supervision of the staff of our Institution/Company/Organization and will be responsible for *[briefly list activities involved]*

The Host Institution will provide logistical support when needed and cooperate in the various phases of the project implementation such as orientation, tutoring, monitoring and evaluation.

If unforeseen circumstances should arise, making the internship impossible, the Host Institution will promptly inform the Sending Institution.

## PLEASE USE HOST INSTITUTION'S STATIONERY

The Intern, if eligible, will receive a scholarship from the Sending Institution under the Erasmus Traineeship Programme. It is understood that the fulfillment of any additional terms and conditions required by the legislation of the Host Institution's country, if any, will be the responsibility of the Host Institution. The Host Institution will be required to sign the Intern's Learning Agreement.

The Sending Institution will provide liability and accident insurance for the Intern (if not provided by the Hosting Institution): accident insurance **will not cover** accidents incurred on the way to and from work or during business-related travel. <https://en.unito.it/services/insurance>.

The Host Institution will require the following additional documents *[please list]*:

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Name, Surname ..... Stamp (if available)

Sign here .....

Date .....

***IF INSTITUTION'S STATIONERY IS UNAVAILABLE, A CONFIRMATION OF ACCEPTANCE EMAIL BY THE HOSTING INSTITUTION SHOULD BE SENT ALONGSIDE THIS LETTER OF COMMITMENT.***

***For all communication, please write to: [international.humanities@unito.it](mailto:international.humanities@unito.it)***