

Dear Sir or Madam,

we have been informed that one of our students is going to intern at your company. Since our students are required to complete a mandatory amount of practical training until the start of their final year at our school at the latest, we kindly ask you to confirm the information below at the end of the internship.

Kind regards,

Höhere Technische Bundeslehr- und Versuchsanstalt Anichstraße
(Federal Higher Technical Institute for Education and Experimentation Anichstraße)
Innsbruck, Austria

Student data

First name, last name:		
Date of birth:		
Grade/class/school year:		
Branch:	<input type="checkbox"/> Elektrotechnik - Prozessinformatik (electrical engineering and process informatics)	
<input type="checkbox"/> Biomedizin- und Gesundheitstechnik (biomedical engineering and health technology)	<input type="checkbox"/> Maschinenbau - Robotic Centre (mechanical engineering and robotics)	
<input type="checkbox"/> Elektronik und Technische Informatik (electronics and technical informatics)	<input type="checkbox"/> Wirtschaftsingenieure - Betriebsinformatik (industrial engineering and business informatics)	
Total amount of <i>required</i> practical training:	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 8 weeks
<i>Previously completed</i> practical training:	_____ weeks	

During both mandatory and voluntary internships abroad, students' insurance is **NOT covered by the AUVA** (Allgemeine Unfallversicherungsanstalt - the Austrian Workers' Compensation Board). Students have to arrange their insurance for the duration of their time abroad privately in advance.

Internship Confirmation

Company name and address: _____

We hereby confirm that _____
(name of student)

has been working as an intern at our company from _____ until _____.
(start of internship) (end of internship)

(date and location)

(signature and stamp)