

**Internship details**

We hereby declare to accept Mr/Mrs \_\_\_\_\_ as a student-trainee for a placement of \_\_\_\_\_ months starting on / \_\_\_\_\_ / 20 until / \_\_\_\_\_ / 20 so that he/she can apply for an ERASMUS+ Internship at the University of Cantabria. The trainee will be involved in the following *activities (please include a short description of the tasks to develop -max. 120 characters-)*:

under direct supervision of Mr/Mrs \_\_\_\_\_ (e-mail: \_\_\_\_\_).  
 The language of instruction will be: \_\_\_\_\_. According to the documentation provided by the trainee, we confirm that his/her language level is suitable for carrying out this internship.

Our organisation will offer (if applicable):

- |                          |                                    |                          |                   |
|--------------------------|------------------------------------|--------------------------|-------------------|
| <input type="checkbox"/> | A monthly allowance of _____ €     | <input type="checkbox"/> | Accommodation     |
| <input type="checkbox"/> | support with finding accommodation | <input type="checkbox"/> | Local travel paid |
| <input type="checkbox"/> | Company's canteen                  | <input type="checkbox"/> | Meals paid        |
| <input type="checkbox"/> | Luncheon vouchers                  | <input type="checkbox"/> | Others:           |

**Organisation details**

PIC Number (if applicable)<sup>1</sup>: \_\_\_\_\_. Should your organisation does not have a PIC Number, please fill in the following fields in *italics* required to register your organisation in the Erasmus system:

- A) Legal name:**
- B) Business name:**
- C) Full legal name (national language):**
- D) The organisation has less than 250 employees/members:**  Yes /  No
- E) Type of organisation (please choose the appropriate number from 1 to 87 according to the appendix on the last page of this Letter of Acceptance):**
- F) Legal address:** \_\_\_\_\_ **Country:** \_\_\_\_\_ **Post Code:** \_\_\_\_\_ **City:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

Other organisation details (if applicable): Fax: \_\_\_\_\_ Website: \_\_\_\_\_

**Signature of the relevant person in the organisation:**

.....  
 Name of the signatory:  
 Position of the signatory:  
 E-mail:  
 Date: / \_\_\_\_\_ / 20

Stamp of the organisation<sup>2</sup>

<sup>1</sup> If your organisation has a PIC number, fields A-F in italics are not required to be filled in. Otherwise, these identifying fields are all compulsory. Additional information on the PIC Number can be obtained here: <https://ec.europa.eu/education/participants/portal/desktop/en/organisations/register.html>

<sup>2</sup> Should your organisation do not stamp documents, please tick:

## Appendix (Type of Organisation)

Please check which number (from 1 to 87) corresponds to your organisation and indicate such number in the field 'E) Type of organisation' on the first page of this Acceptance Letter:

1. Association of twinned towns
2. Audio visual Operators
3. Organisation active in the field of audio visual archives
4. audio visual Consultant
5. Film Distributor
6. Organisation active in the Organisation of audio visual Events
7. Film Festival Organisation
8. Film fund or foundation
9. Film Literacy Organisation
10. Film Market Organisation
11. Pan European network active in the audio visual sector
12. Company specialized in new technologies applicable to the audio visual industry
13. Film Producer
14. Film Sales Agent
15. Film School
16. Cinema Theatres
17. Audio visual training institute
18. Television broadcaster
19. Video Games Developer/Producers
20. Video on Demand platform
21. Web platform active in the audio visual sector
22. Civil Society Organisation
23. Civil society Organisations working at European level
24. Civil society Organisations for European remembrance
25. Cultural operators
26. Centre for Architecture
27. Art Agents
28. Art association
29. Art gallery
30. Artist Agents
31. Choir
32. Concert hall
33. Dance Company
34. Design/Art centre
35. Festival (non audio visual)
36. Literature Foundation
37. Publishers
38. Publisher association
39. Publishing Groups
40. Multimedia association
41. Multimedia company
42. Music Centre
43. Music producers
44. Pan European network active in the culture sector
45. Opera
46. Orchestra
47. Street art association
48. Theatre
49. Non-Profit making cultural organisations
50. Non-publicly funded cultural organisations
51. Profit making cultural organisations
52. Publically funded cultural organisations
53. Accreditation, certification or qualification body
54. Counselling body
55. Local Public body
56. National Public body
57. Regional Public body
58. School/Institute/Educational centre - Adult education
59. School/Institute/Educational centre - General education (pre-primary level)
60. School/Institute/Educational centre - General education (primary level)
61. School/Institute/Educational centre - General education (secondary level)
62. Higher education institution (tertiary level)
63. School/Institute/Educational centre - Vocational Training (secondary level)
64. School/Institute/Educational centre - Vocational Training (tertiary level)
65. European NGO
66. Large enterprise
67. Small and medium sized enterprise
68. European grouping of territorial cooperation
69. Foundation
70. International Organisation under public law
71. EU-wide network
72. Non-governmental Organisation/association/social enterprise
73. Research Institute/Centre
74. Social partner or other representative of working life (chambers of commerce, trade union, trade association)
75. Sport club
76. Sport federation
77. Sport league
78. Organisation or association representing (parts of) the sport sector
79. National Youth Council
80. Group of young people active in youth work
81. Organisations active in the field of humanitarian aid
82. International agencies and Organisations
83. Other
84. Platforms of pan-European Organisations
85. European public policy research Organisations (think tanks)
86. Twinning committee
87. Twinning committee/Network