

**Confirmation of Employment and Tasks  
for the recognition of ECTS points for studies**

for submission with the Directorate of Studies Business, Economics & Statistics

**Student**

Surname:
First name:
Student ID number:
Study programme:
Requested recognition:

**Type and duration of employment** (Please tick accurate box and add exact dates (TT/MM/YYYY))

<input type="checkbox"/> Internship <b>from</b> _____ <b>until</b> _____	Weekly working hours:
<input type="checkbox"/> fixed-term contract <b>from</b> _____ <b>until</b> _____	
<input type="checkbox"/> permanent contract <b>since</b> _____	

**Please note: The employment should not affect the student's required exam activity!**

**Employer/Company/Organisation**

Name:	Country:
Address:	
Contact person:	
Phone:	
E-Mail:	

**Student's tasks during the employment** (Bullet points suffice)

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Date, place

Employer's signature and stamp