



## CERTIFICATE OF ATTENDANCE

This form should be completed by the student from the University of Gothenburg and the Exchange Coordinator (or similar) at the Hosting University. Please scan and send to the Exchange Coordinator at your Home (GU) Department not later than 2 weeks after the end of your studies.

### DETAILS OF THE EXCHANGE

Start semester (fall, spring)		Total number of semesters	
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### Study period\*

#### At Campus/On-line in the hosting country

Start date (actual) (yyyy/mm/dd)		End date (actual) (yyyy/mm/dd)	
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#### On-line from Sweden

Start date (actual) (yyyy/mm/dd)		End date (actual) (yyyy/mm/dd)	
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#### Online from a third country (other than the hosting country)

Start date (actual) (yyyy/mm/dd)		End date (actual) (yyyy/mm/dd)	
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### THE STUDENT (To be signed by the student)

Name
Date and Signature

### THE HOST COORDINATOR CONFIRMATION (To be filled in and signed by the hosting coordinator)

#### 1.) The Student has been physically present in the Hosting country

Yes <input type="checkbox"/>	No <input type="checkbox"/>
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#### 2.) The Student's Courses are being held:

Entirely on Campus <input type="checkbox"/>	Mixed Campus/On-line <input type="checkbox"/>	Entirely On-line <input type="checkbox"/>
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Name
Date, Signature and Stamp

\* The following activities may be counted as part of your study period:

- Welcome Weeks/Days
- Mandatory quarantine period
- Examination periods if you will sit exams during this time.
- Preparatory language course immediately preceding the start of semester.
- Sick days not exceeding several weeks.
- Christmas holiday or other days off if you stay in your host country and continue your studies afterwards.
- Time when there are no mandatory lectures if you are studying for exams or writing papers as long as this has been sanctioned by the teacher and you remain in the Host Country. For example if you have a paper due January 15 even though lectures ended before Winter holidays.

The following activities cannot be counted as part of your study period:

- The weekend (Saturday and Sunday) if your study period ends on Friday or Summer holiday (or any holiday lasting longer than 3 weeks)
- Early arrival to look for a place to live.
- Distance studies not conducted in the host country.
- Jury sessions / Grading periods when you are not specifically requested to stay at the host university.
- Re-sits or periods of re-examinations.