

**INVITATION LETTER**

At the request of (name of the student) \_\_\_\_\_ from the (name of the institution) \_\_\_\_\_ I, the undersigned, **confirm that our unit is willing to host the applicant for an internship/thesis work/PhD research as an exchange/visiting student**, if the student completes the application to the University of Helsinki, Finland, with all necessary documents. The student must apply for the correct study right according to the requirements of the University of Helsinki. The letter of acceptance will be issued once the application for student status has been approved. This invitation letter is one of the exchange/visiting student application documents to the University of Helsinki. The exchange/visiting student study right is for non-degree studies lasting one year at the most. Exchange/visiting students do not have to pay tuition fees at the University of Helsinki.

Planned dates of stay: from \_\_\_\_\_ till \_\_\_\_\_.

Short description of the planned tasks of the applicant (incl. the name of the possible research group):

**The degree programme** at the University of Helsinki the student should be admitted to as a visiting student: \_\_\_\_\_

**Estimated number of credits** given to the student after the agreed exchange period: \_\_\_\_\_ (ECTS)<sup>1</sup>

This exchange is related to an international joint degree programme or Cotutelle agreement: Yes / No

**Language used** during internship/thesis work/PhD research will be \_\_\_\_\_

**Language skills of the applicant:**

( ) During the application process, the applicant will provide a certificate of the relevant language (English, Finnish or Swedish) corresponding to at least level B2 on the CEFR scale.

( ) I have tested the language skills of the applicant through an interview and I declare them sufficient for the activities of the above mentioned tasks.

**Name of the supervisor:** \_\_\_\_\_

Faculty/Unit: \_\_\_\_\_

Email: \_\_\_\_\_

Phone number: \_\_\_\_\_

Signature of the supervisor: \_\_\_\_\_ Date and place: \_\_\_\_\_

<sup>1</sup> Please note that in order for UH to be able to grant visiting student status, the supervisor needs to agree to give ECTS credits for the visit, even if the student does not need them for their home institution. PhD students are an exception.