School Approval – Erasmus+
International Credit Mobility

## Deadline: 10 January 2020

KTH School:

Partner University:

Project leader at KTH:

Project administrator at KTH:

I hereby declare that my School is involved in the submission of the above-mentioned project proposal and I confirm that the school will:

1. Support and fulfill the activities described in the project proposal if approved by the EU.
2. Be responsible for the project administration. (i.e. a) secure institutional and individual agreements for the mobility, b) comply with the mobility rules; c) arrange for travel, insurance and housing for inbound mobility; d) plan for outbound mobility).
3. Be prepare to cover mobility costa for outbound staff, which are not covered by the EU grant.
4. Submit reports to the International Relations Office in due time for interim and final reports to EU.
5. The experience from the staff mobility will be capitalized and spread at the School.
6. Collect all required supporting documents for a possible audit and keep these for 10 years.

I am aware of the commitments in terms of financial resources and staff required in this cooperation and the extent of the activities in which we will take part and/or be responsible for.

Stockholm, date:

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Head of School/Dean

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Head of Department

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Head of Administration

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GA (only for applications where student mobility is included)