**CERTIFICATE OF PRACTICE/PROFESSIONAL EXPERIENCE** [[1]](#footnote-1)

We hereby certify, that student ***Click and enter the first and last name***, born on ***Click and enter the date of birth***, has completed Professional Experience in the company/organization ***Click and enter the name and the address of the company/organization,***  in the period from ***Click and select the date of beginning of the Professional Experience*** to ***Click and select the end of Professional Experience*** in the range of ***Click and enter the number of working*** hours [[2]](#footnote-2).

Description of the student work tasks:

***CLICK and enter brief description of the work tasks during the Professional Experience***

Name of the responsible person, who issued the certificate: ***Click and enter the name and the job position of the person signing the certificate***

Contact: ***Click and enter the contact (e-mail address/phone number) of the responsible person***

Date: ***select the date of the the completion of professional experience***

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stamp and signature of the responsible person

1. Professional Experience is a work activity carried out by NHF EUBA students in the economic field or in the field related to their study programme. [↑](#footnote-ref-1)
2. Professional Experience can be completed by cumulative sum of working hours. The minimum duration of Professional experience is 80 hours. Certificate of completion is handed over according to the instructions of the department providing the study programme. The Professional experience can be completed in the winter or summer semester. Students, who take practice in the winter semester shall submit the form by 31st January of the academic year, at the latest. Students, who take practice in the summer semester shall submit the form by 15th May of the academic year, at the latest. [↑](#footnote-ref-2)