



## CONFIRMATION OF ATTENDANCE

*The present document shall be completed by any person in charge at International Office of a Host University.*

Academic year _____/_____	<ul style="list-style-type: none"><li>• FALL/WINTER TERM</li><li>• FULL ACADEMIC YEAR</li><li>• SPRING/SUMMER TERM</li></ul>
Student's name	

is registered as an exchange student at \_\_\_\_\_  
(name of Host University)

### PART A:

*The student has to send it to the HSE Graduate School of Business's International Office by e-mail [outgoing.gsb@hse.ru](mailto:outgoing.gsb@hse.ru) within 10 working days from the arrival date.*

DATE OF ARRIVAL (dd/mm/yyyy) \_\_\_\_\_

Name of the person in charge: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Stamp

### PART B:

*The student has to send it to the HSE Graduate School of Business's International Office by e-mail [outgoing.gsb@hse.ru](mailto:outgoing.gsb@hse.ru) within 5 working days after returning to HSE University.*

DATE OF DEPARTURE (dd/mm/yyyy) \_\_\_\_\_

Name of the person in charge: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Stamp