Date

To The International Relations Office,

I am writing to you in connection with your request for evidence of English proficiency skills, and I would like to certify that [**Staff Name-Surname**], who is applying for Erasmus+ Staff Mobility for Training , meets your language prerequisite.

I have no hesitation in recommending [**Staff Name-Surname**] for participation to the Erasmus+ Staff Mobility Program.

Should you have any further questions, please contact me at [email address].

Yours faithfully,

[full name]

[department/title]

Signature:

Date of signature: