

Example: grant award letter (exchange student)

TO WHOM IT MAY CONCERN

Date of issue

Name of student: _____

Date of birth: _____

is registered at: _____ (name of home university)

from _____ (date of first registration)

and will continue his/her programme during the academic year 20___/20___

The student mentioned above will pursue his/her education at Radboud University in the Netherlands between:

(arrival date in the Netherlands): _____

and

(departure date from the Netherlands): _____

He/She will receive a grant:

Name of the grant: _____

consisting of the amount per month/total amount*: _____

* choose the one that applies

for his/her stay in the Netherlands.

This document is issued at the request of the above mentioned student.

Yours faithfully,

Name

Job title

This letter must be printed on headed paper, given the contact details
(name institution issuing grant, address and telephone number)

July 2020