[printed on the head letter of the university]

[date]

[PhD student’s full name]

Doctoral School at the University of Rzeszów

**Subject: Internship invitation letter**

Dear Ms./Mr. [PhD student’s name]

I am pleased to inform you that your application for the internship at the [name of the university] in [city, country] has been considered favourably. Your research topics fit with our Department’s research areas in the field of [research area].

Therefore, you are invited to join our team in Department of [name of the department]. You will have the opportunity to conduct your own research and to participate in the project on [name of the project]. [Name of the mentor] will be the mentor of your internship.

Your monthly research internship is anticipated to last from [date] to [date]. As agreed, it is intended that this will be an internship fully covered within the mobility costs (including only travel and accomodation costs; excluding research and lab expenses) by University of Rzeszów, Poland within the grant (scholarship) funded within the project “UR an international PhD student”, which is financed by Polish National Agency for Academic Exchange.

Looking forward to meeting you,

Best regards

*[authorized person’s signature]*

[authorized person’s full name and title]

[authorized *person*’s position]

[University’s Department]