#### Exchange Participant Acceptance Note

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| From: | | LC: AIESEC Kolkata, AIESEC in India  VP OGX Name: Siddharth Agarwal  Telephone: +91 9836048707  E-mail: siddharth2.agarwal@aiesec.net | | | | |
| Date: | |  | | | | |
| To: | |  | | | | |
| Whomsoever it may concern | |  | | | | |
| TN ID: | |  | | | | |
| EP ID: | |  | | | | |
| EP Full Name: | |  | | | | |
| Passport Number:  DoB: | |  | Date of Issue/ Date of Expiry: |  | Place of Issue/ Place of Birth: |  |
| EP Permanent Address: | |  | | | | |
|  | Dear TN Manager,  I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with EP ID number \_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ accept the match with the traineeship with TN ID number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. This acceptance note is a formal acceptance of the internship stated above. By signing to this acceptance note, I agree to participate in the above-mentioned internship if selected by the organisation. I understand that I may only withdraw my acceptance without consequence in the case of unsafe political conditions that arise in the host city/country or personal or family emergencies that prevent me from partaking in the AIESEC internship program. In any other circumstance, I will not be allowed to match with AIESEC in the future.  Three copies of this acceptance note are required with original signature (1 for the organisation, 1 for AIESEC local committee and 1 for AIESEC sending committee). This acceptance note should be accompanied by four copies of the Student Contract completed, dated, and signed by the student, the Student Statement of Understanding, and any additional documentation required and specified in the Internship Job Questionnaire. If these are not included, the organisation has the right to reject the match or application for the internship.  Upon receipt of this acceptance note, the organisation has a maximum of eight days in which to accept or reject this student. In the case where the organisation does not respond within 8 days, it is assumed that the organisation has rejected the student’s application. In this case, the student has the right to find another internship.  In the case the organisation accepts my application, please send the company/organisation acceptance note with an official company/organisation stamp and the company/organisation representative’s signature as soon as possible with the confirmed starting and ending dates for the above internship.  Also, please send information about the required procedures to obtain a visa and work permit in your country and/or territory. In the case that the embassy or consulate only accepts an original copy of the company/organisation acceptance note to apply for a visa, please send it by mail with original stamps and signatures.  Thank you for your assistance and I look forward to participating in an internship in your country/territory.  Sincerely,      (Your full name). Siddharth Agarwal   Exchange Participant Vice President  AIESEC Kolkata Outgoing Exchange  India. AIESEC Kolkata  Contact: India.  Contact: +91 9836048707  Email: siddharth2.agarwal@aiesec.net | | | | | |