

 **graduate school frt vu**

Record of Attendance form

*When you have successfully completed a component of your TSP, you can use this form as evidence and upload it in your portfolio in Hora Finita. Please fill in all details below and let your supervisor or the coordinator of the course/activity sign the form.*

*If you have completed a course/activity that is not part of your TSP, but you want to use it in your portfolio, please also upload in your portfolio a confirmation from your supervisor and the Graduate School FRT VU that they agree.*

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| Name PhD candidate |  |
| Name course/activity that was successfully completed |  |
| Score/grade (if applicable) |  |
| Description of course/activity, including the role of the PhD student (e.g. student, teacher, lecturer, presenter, participant etc.) |  |
| ECs of course/activity(1 EC equals 28 hours) |  |
| Dates course/activity  | From |  |
| Till |  |
| Name coordinator of the course/activity or PhD supervisor |  |
| Signature coordinator or supervisor |  |
| Date of signature |  |
|  |