[Company name]

How to use this document: delete this paragraph before saving, sharing, or circulating it. Every part shown in blue is yours to replace: type your own details over each blue **[field]** until no blue remains. Then select all (Ctrl+A) and set the font colour to the same dark colour throughout. What is left is your finished document.

Internship Certificate

Certifying the successful completion of an internship: the intern, the role, the duration, and the work done.

This is to certify that

[Intern name]

has successfully completed an internship as **[Intern role]** with **[Company name]**, **[Department]**, from **[Internship start date]** to **[Internship end date]**.

Work summary: **[Work summary]**

Performance: **[Performance]**

Date of issue: **[Certificate issue date]**

Authorised signatory: _____ Date: _____

Company seal: _____

Verify this certificate

QR code

Scan to verify

Certificate number: **[Certificate number]**

Verify online at **[Verification URL]**

Or write to **[Verification email address]** and quote the certificate number.