**[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.

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

This is to certify that

## [Intern name]

completed a short internship as **[Intern role]** with **[Company name]**, from **[Internship start date]** to **[Internship end date]**.

Work summary: **[Work summary]**

Authorised signatory: _____ Date: _____