

**KÜTAHYA DUMLUPINAR UNIVERSITY**

**DURATION SHEET**

Dear Colleague,

This form is used to record the duration of the study of following student while s/he is an

Erasmus+ student at your institution.

Thank you very much for your collaboration.  
  
Name of the Student :.....................................................................................

Faculty / Department :....................................................................................

**\*\*\* TO BE FILLED BY THE RECEIVING INSTITUTION \*\*\***

Name of the Host Institution: ........................................................................

**Arrival Form**

It is hereby confirmed that the above mentioned student has arrived at our institution on …./…./…. and will study for ..... months in our institution.

Signature : ....................................................................

Date : ................................................................... Stamp:

Name : ...................................................................

Position : ...................................................................

*This part will be filled upon student's arrival.*

**Departure Form**

The above mentioned student has completed Erasmus+ Study Period at our institution and s/he is leaving our institution on .…./…./….

Signature : ....................................................................

Date : ................................................................... Stamp:

Name : ...................................................................

Position : ...................................................................

*This part will be filled at the end of student's study period.*

**PLEASE RETURN THIS FORM BY EMAIL OR FAX IN ADDITION TO THE ORIGINAL DOCUMENTS**

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