

**KUTAHYA 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/Surname of the Student :.....................................................................................

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

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

Name of the Receiving Institution: ........................................................................

Erasmus Code of the Receiving Institution:………………………………………

 **Arrival Form**

It is hereby confirmed that the above mentioned student has arrived at our institution on ………/…………/……..

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 IN ADDITION TO THE ORIGINAL DOCUMENTS**

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