*Erasmus+ Programme*



 KARABUK UNIVERSITY

 DURATION SHEET

Dear Colleague,

This form is used to record the duration of the study of following student, while he/she is an Erasmus Placement student at your institution. Thank you very much for your collaboration.

**CONFIRMATION OF ARRIVAL**

This is to certify that

Mr/Ms/Mrs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

has arrived at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 on \_\_\_/\_\_\_/\_\_\_\_\_

(signature ad stamp of the institution)

**CONFIRMATION OF DEPARTURE**

**(to be filled at departure)**

This is to confirm that

Mr/Ms/Mrs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

student of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

was following a training Programme at

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and has left on \_\_\_/\_\_\_/\_\_\_\_\_

(signature ad stamp of the institution)

To be returned to INTERNATIONAL RELATIONS OFFICE – Karabük University –*100.Yıl Balıklar kayası Mevii 78050/Karabük TURKEY*).

The attendance certificate can also be e-mailed or faxed directly by the Host Institution (fax n. *+90 370 4336697*, e-mail address erasmus@karabuk.edu.tr).