



**ISTANBUL UNIVERSITY  
DURATION SHEET**

Please fill in on computer except for dates

Dear Colleague;

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

Assoc.Prof. Sevinç HATİPOĞLU  
Erasmus Coordinator Istanbul University

**CONFIRMATION OF ARRIVAL**

**This is to confirm that  
Mr/Mrs** \_\_\_\_\_

**has arrived at,**  
(name of

\_\_\_\_\_ )  
(receiving institution)

**on:**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(date)

\_\_\_\_\_  
(signature and stamp of the institution)

**CONFIRMATION OF DEPARTURE**

*(to be filled at departure)*

**This is to confirm that  
Mr/Mrs** \_\_\_\_\_

**student of ISTANBUL UNIVERSITY (TR ISTANBU03)**

**was following a course of studies at**

\_\_\_\_\_  
(name of receiving institution)

**and has left on:**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(date)

\_\_\_\_\_  
(signature and stamp of the institution)