**CONFIRMATION SHEET**

Please fill in on computer except for dates

Dear Colleague;

This is the certificate that confirms the Erasmus+ duration of the student mentioned below at your institution/company. Thank you so much for your collaboration.

**Kirklareli University**

**International Relations Office**

**STUDENT**

Name - Surname :

Gender :

Date & Place of Birth :

**RECEIVING INSTITUTION / COMPANY**

Country :

Name of Receiving Institution/Company :

**CONFIRMATION OF ARRIVAL**

**This is to confirm that ……**[name of the student]**….. has arrived at ….**[name of the receiving institution/company]**….. on:**

|  |
| --- |
| */ /* |

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(signature and stamp of the institution/company)*

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**CONFIRMATION OF DEPARTURE**

**This is to confirm that ……**[name of the student]**….. the student of Kirklareli University has attended the traineeship programme at ….**[name of the receiving institution/company]**….. and has departed on:**

|  |
| --- |
| */ /* |

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(signature and stamp of the institution/company)*