**FENERBAHÇE UNIVERSITY**

**……………………………………………………… TO THE DIRECTORATE OF THE INSTITUTE**

**…………………………………………………….. TO THE DEAN OF THE FACULTY  
…………………………………** **TO THE VOCATIONAL SCHOOL DIRECTORATE**

I am a student at Fenerbahçe University, enrolled in the ………………………………………… department, with the student ID…………………. I participated in the Erasmus+ Student Mobility Program during the ……………………. semester of the academic year 20...-20... at …………………………………...…………… in ………………………….

I kindly request the necessary procedures to transfer the courses I took during the mobility to our university, based on the decisions of the faculty board before and during the mobility, as well as the transcript obtained from the host institution.

Sincerely,

Annex: Transcript from the host institution

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| --- | --- |
| … / … / 20…  Student Name, Last name:  ……………….  SIGNATURE:  ……………….. | … / … / 20…  Erasmus Departmental/Program Coordinator Name, Last Name:  …………….  SIGNATURE:  …………… |