

Outgoing Students Control List for Traineeship



Before Mobility

- Learning Agreement for Traineeship (signed by student and academic coordinators at both home and host institution.)
- Official/signed & sealed Transcript of Records.
- Acceptance letter to be received at the Host Institution.
- Travel Health Insurance (It should cover the student's mobility period and contain the necessary criteria.)
- The student must request a visa support letter from the Erasmus office for visa applications.
- A copy of the passport and visa page must be delivered to the office.
- Copy of EURO bank account's passbook opened in any branch of **Yapı ve Kredi Bank** (a must only for granted students)
- Signing the Grant Agreement (You are required to visit our office and sign the document with wet signature, providing a health insurance policy and Euro Bank Account IBAN number.)

During Mobility

- Arrival Form. Once you arrive at the partner institution, you must get it signed and send it to erasmus@uskudar.edu.tr.
- Copy of Learning Agreement 'During Mobility' document, if a change has been made, the LA- During Mobility section must be filled. Email version is accepted.

After Mobility

- A copy of the Learning Agreement's After Mobility part.
- Certificate of Attendance (certificate of participation, original signed and stamped is mandatory, however e-mail version can be accepted if it is sent by authorized person at the host organization),
- Online EU Survey (EU portal- a survey will be sent via the link to the participant's email address registered in the EU portal)
- Copy of the pages of the passport entry-exit stamps, (If the entry-exit dates on the original Passport to be inspected by the Erasmus office staff are obscure and unclear, a border entry-exit document must be submitted from the e-devlet.)

[Buraya yazın]