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| **TRANSFER STATUS DOCUMENT APPLICATION FORM** |

**I. IT WILL BE FILLED BY THE STUDENT** (the form will be submitted to the Registrar's Office after it is filled the necessary documents are attached.)

Address; İTÜ Öğrenci İşleri Daire Başkanlığı

Tel : (212) 365 78 00 (99 lines)

Fax : (212) 285 66 58

<http://www.sis.itu.edu.tr/EN/>

You can request a digital copy of the document you have requested by uploading this form and other requested documents and creating a help ticket at <https://yardim.itu.edu.tr/>.

**TO THE REGISTRAR’S OFFICE**

I transferred Intra-Institutional/with a Central Placement point to a different Higher education Institution in ……………. Academic Year. I kindly a request a document showing that there are not any obstacles against my transfer to be given to the Higher Education Institution I transferred to.

Respectfully yours,

Name Surname: Student Number:

Department / Program Registered at ITU:

Faculty Registered at ITU:

Transferred Higher Education Institution:

Transferred Faculty/School:

Transferred Program:

Mobile Phone Number: E-Mail:

Date: Signature:

**Documents to be added to the application form:**

1.Photocopy of the Identity Card (For Turkish citizens), Photocopy of Passport (For Foreign Nationals)

**II. REGISTRAR’S OFFICE**

**NAME, SURNAME, DATE, SIGNATURE (**Student information was checked, transfer status document was prepared and delivered.)

**III. THE PERSON WHO RECEIVED THE TRANSFER STATUS DOCUMENT**

**NAME, SURNAME, DATE, SIGNATURE (**Transfer status document was received.)



\* Registrar's Office processes your personal data limited to the purposes specified in the Law within the scope of the Law No. 6698 on the Protection of Personal Data. You can reach the clarification text on the subject by using the QR code or the link below.

<http://www.sis.itu.edu.tr/EN/KVKK/clarification-text.php>