

**ISPARTA UNIVERSITY OF APPLIED SCIENCES UNIVERSITY**  
**ERASMUS OFFICE**  
**ERASMUS+ STUDENT & SHORT-TERM DOCTORAL MOBILITY**  
**(STUDY / TRAINEESHIP)**  
**CHECKLIST OF DOCUMENTS FOR INCOMING STUDENT**

<b>Project Type</b>	:	<input type="checkbox"/> KA131 / <input type="checkbox"/> KA171
<b>Study Level</b>	:	<input type="checkbox"/> Associate / <input type="checkbox"/> Bachelor / <input type="checkbox"/> Master / <input type="checkbox"/> PhD (Doctorate)
<b>Name / Surname</b>	:	
<b>ISUBU Unit/Department</b>	:	
<b>Home University Unit/Department</b>	:	

BEFORE MOBILITY	AFTER MOBILITY
<ul style="list-style-type: none"> <li><input type="checkbox"/> Erasmus Application Form</li> <li><input type="checkbox"/> (Online) Learning Agreement for Studies / Traineeship               <ul style="list-style-type: none"> <li><input type="checkbox"/> <i>Student Signature</i></li> <li><input type="checkbox"/> <i>Responsible Person at the Sending Institution</i></li> <li><input type="checkbox"/> <i>Responsible Person at the Receiving Institution</i></li> </ul> </li> <li><input type="checkbox"/> Photocopy of Passport/ID and/or Visa</li> <li><input type="checkbox"/> Travel Health Insurance</li> <li><input type="checkbox"/> Official Transcript of Records</li> <li><input type="checkbox"/> English Language Certificate (at least B1 level by CEFR standards)</li> <li><input type="checkbox"/> Certificate of the Erasmus+ Student Status (from Erasmus Office of the sending institution)</li> <li><input type="checkbox"/> Passport/ID Photo (scanned mug shot)</li> <li><input type="checkbox"/> CV in Europass format (optional)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> During the Mobility (if applicable)</li> <li><input type="checkbox"/> Learning Agreement and Change</li> <li><input type="checkbox"/> Beneficiary Module Participant Report (KA171)</li> </ul>
<i>Office Task</i>	<i>Office Task</i>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Notification to Student Affairs</li> <li><input type="checkbox"/> Letter of Acceptance</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Certificate of Attendance</li> <li><input type="checkbox"/> Grant Agreement (KA171)</li> <li><input type="checkbox"/> Letter of Grant Payment (KA171)</li> <li><input type="checkbox"/> Receipt of payment of the grant (KA171)</li> <li><input type="checkbox"/> Currency Transfer Form (KA171)</li> </ul>