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| **OSTİM TECHNICAL UNIVERSITY** **GRADUATE SCHOOL OF ENGINEERING AND SCIENCES**DOCUMENT REQUEST FORM**..…/..…/20.....**TO THE DIRECTORATE OF INSTITUTE OF NATURAL AND APPLIED SCIENCESI am a student of your Institute’s department of ………………………..………………… I respectfully submit the following document to be given / my request to be processed.**Signature :** **Name Surname:**

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| T.R. ID Number |  |
| Student Number |  |
| Program/Status | [ ]  Master of Arts | [ ] PhD | [ ]  Private Student |
| Address |  |
| Phone Number | Mobile: Home/Work: |
| E-mail |  |

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| [ ] Student Certificate \*\* | [ ] Proficiency Status Letter | [ ]  Private Student Transcript |
| [ ] Registered Student Transcript | [ ] Graduation Transcript | [ ] Deregistered Student Transcript |
| [ ]  Military Deferral Request\*/\*\* | [ ]  Military Deferral Extension\*/\*\* | [ ]  Military Deferral Cancellation\* |
| [ ] Graduation Certificate(Issued to Foreign Students Only)(To Whom It May Concern) | [ ] Document Presenting the Thesis Topic(To Whom It May Concern) | [ ] Letter Demonstrating the Amount of Fee\*\*(To Whom It May Concern) |
| [ ] Document Showing the Status of the Student \*\*(To Whom It May Concern) | [ ] Document of Disciplinary Penalty Status(To Whom It May Concern) | [ ] Document Showing the Attendance Status\*\* (To Whom It May Concern) |

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| Description:\* 1 copy of TR ID card will be added in the procedures of requesting documents related to military service.\*\*Students who do not enroll in courses/do not pay semester fees cannot request these documents.B The original signed version of the “Document Request Form” must be brought when coming to receive the document. |