

Area Servizi allo Studente

Divisione Corsi I e II livello

URP - International Place

**Modulo di fine soggiorno da restituire al Learning Incoming Desk  
 (Università di Siena – Banchi di Sotto 55)**

***End of stay form to be returned* Learning Incoming Desk *for the University of Siena  
------ Please use capital letters ------***

Numero Matricola: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Matriculation number)*

Cognome: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Nome: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Surname) (First Name)*

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nome dell’Università di origine:

*(Name of home University)*

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Indirizzo e-mail dell’Ufficio a cui inviare il *Transcripts of Records*

*(Email of the office in charge of the Transcripts of Records)* : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**TO BE COMPLETED BY THE UNIVERSITY OF SIENA**

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| *(First step)*  **SPAZIO RISERVATO ALLA BIBLIOTECA  *(University library stamp)*** TIMBRO, DATA E  FIRMA DELL’OPERATORE | *(Second step)***SPAZIO RISERVATO A**  **INCOMING MOBILITY OFFICE *(Incoming mobility office stamp)***  (Via Banchi di Sotto 55)  TIMBRO, DATA E  FIRMA DELL’OPERATORE | *(Third step)*  **SPAZIO RISERVATO A LEARNING AGREEMENT DESK *(Learning agreement desk stamp)***  (Via Banchi di Sotto 55)  TIMBRO, DATA E  FIRMA DELL’OPERATORE |
| Note: | | |

Before leaving Exchange students must deliver the “End of stay form” to the **Learning Agreement Desk (**Via Banchi di Sotto 55) – Opening times: Monday, Tuesday Wednesday and Friday 10 am - 12 pm / Tuesday and Thursday 2 pm - 4 pm