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| http://depo.btu.edu.tr/dosyalar/btu/Dosyalar/TR%20LOGO(1).jpg **BURSA TECHNICAL UNIVERSITY**  **ASSIGNMENT ACTION REPORT-C**  **(DAYS >15 or UNIVERSITY SUPPORTED )** | **C** |

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| **TO DIRECTORATE OF SCHOOL OF FOREIGN LANGUAGES**  The below mentioned assignment has been completed between the given dates and related documents have been attached. Kindly submitted for necessary action for the payment to be made to me. | | | |
|  | Title, Name-Surname | | Inst. |
| Date | | ….../….../…... |
| Signature | |  |
| Name of the Event |  | | |
| Location of the Event |  | | |
| Name of the Proceeding |  | | |
| Dates of Assignment |  | | |
| Type of the Presentation | Verbal | Poster | |
| Spent Amount (TL) |  | | |
| If any, name and amount the other support |  | | |

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| **TO THE DIRECTORATE** | | |
| Aforementioned instructor’s assignment has been completed her/his between the given dates and the related documents have been attached.  Kindly submitted for necessary action | | |
|  | Title, Name-Surname | Inst. Murat BAYRAK  Director |
| **e-signed** | |

Notet: Instructor will submit this form within 15 days as of the ending date of the event to the related unit.

Appendices: Participation certficate,  Event Information Participation Fee receipt (Receipt or an equivalent document   
Proceeding in CD or its abstract within the proceedings books, Receipt for travel expenses,( if any, agency approved e-ticket)   
Accommodation receipt, Copy of Passport(If external)