

**T.C.**

**HİTİT ÜNİVERSİTESİ**

**SUNGURLU MESLEK YÜKSEKOKULU**

**MÜDÜRLÜĞÜ**

 **GÖREVDEN AYRILMA RAPORU**

|  |  |
| --- | --- |
| **TC KİMLİK NO** | **:……………………………………………..** |
| **ADI SOYADI** | **:……………………………………………..** |
| **ÜNVANI** | **:……………………………………………..** |
| **GÖREVDEN AYRILMA TARİHİ** | **:……………………………………………..** |
| **GÖREVDEN AYRILMA SEBEBİ** | **:……………………………………………..** |

1. **DEVREDİLEN BİTMİŞ İŞLER:…......................................................................................**

**…...................................................................................................................................................**

1. **DEVREDİLEN BİTMEMİŞ İŞLER:…...............................................................................**

**…...................................................................................................................................................**

1. **YAPILMASI PLANLANAN İŞLER:...................................................................................**

**…...................................................................................................................................................**

**(Yukarıdaki maddeler ayrıntılı/anlaşılır bir şekilde doldurulmalıdır.)**

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| **Teslim Eden****.…/.…/….** | **Teslim Alan****..../…./….** |