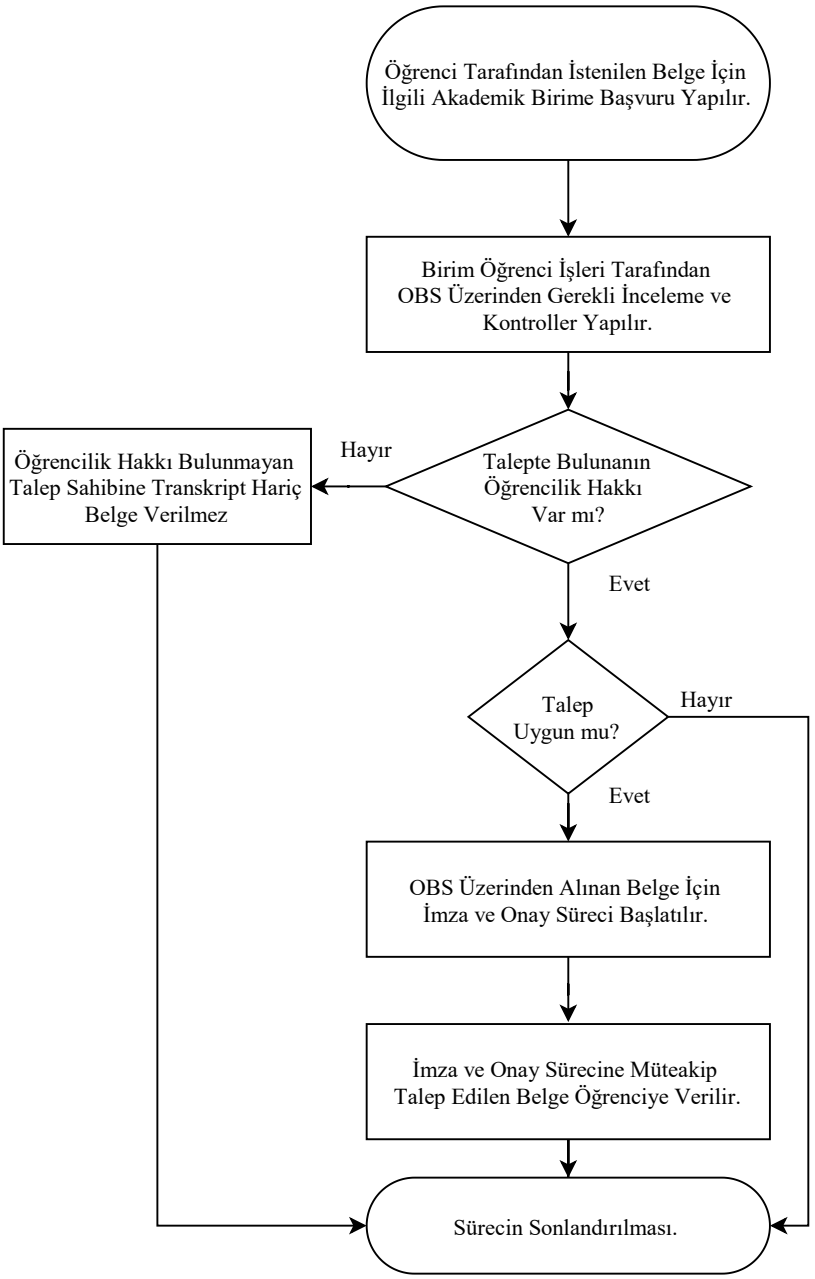Öğrenci Belgesi/Ek-C/Transkript/Not Durum Belgesi Verilmesi İşlemleri Süreci