

CALL FOR APPLICATION**2022-2023 ACADEMIC YEAR ERASMUS STUDENT MOBILITY FOR STUDIES**

This document contains detailed information about the application procedure for students wishing to take part in student mobility for studies **within 2021 Project in 2022-2023 Academic Year (Fall/Spring/Full Academic Year)**

Please read carefully all the information and check all the announcements made by the Erasmus Office regularly. Checking our website and student email address for announcements and information is the students' responsibility.

Applications will be done through the <https://exchangeprogram.altinbas.edu.tr> online system between **10.02.2022, 4:00 pm – 03.03.2022, 01:00 pm.**

Students may submit their applications after having looked through the host institutions who signed an agreement with their relevant Departments/Programs. A list of host Universities having an Erasmus Institution Agreement with Altınbaş University can be found on the [link](#).*

**In the new project term some universities will not renew the agreements. If you can see the name of the host university on the application system, it may not be continuing.*

APPLICATION REQUIREMENTS / ELIGIBILITY CRITERIAS

For details [please click here](#) and at look the "Who is eligible to apply?"

New*:** Freshmen- 1st year undergraduate students can apply with high school diploma **minimum grade 75/100.**

Institute Mobility Quotas

The mobility quotas have been determined according to the accepted mobility number by National Agency. Allocated mobility number has been proportioned regarding the student number of institute, inter-institutional agreements number as well. Distribution of extra quotas or left empty places will be in charge of the Erasmus Commission. The number of the bilateral contract, performance of department institute, a score of the candidate, past mobilities, the balance of gender, etc. will be considered when extra funds and quotas have been shared.

Institute	Student Mobility for Studies Quota
School Graduate of Studies Master's degree	10

FOREIGN LANGUAGE PROFICIENCY

Applicants should have at least a B2 level of the language that they will study at partner University. Please refer to the link provided below for further information on mediums of instructions used at partner universities.

Students should take the **Foreign Language Placement Test** to be administered by Altınbaş University School of Foreign Languages (exam date is **11.03.2022** and details will be announced to applicants via e-mail) or submit a valid English language certificate issued by YDS, YÖKDİL, and TOEFL to Erasmus Office until the exam date. Students are also responsible for keeping track of important announcements posted on Altınbaş University website and delivered to their inboxes.

For details [please click here](#) and at look the “Who is eligible to apply?”

New***: Prep school passing grade is valid for 2 years for students who are studying **only** in English program.

APPLICATION DOCUMENTS

Applications will be made through the online system between **10.02.2022 (4:00 p.m.) to 03.03.2022 (01:00 p.m.)** To apply and upload your documents, [please click here](#).

For the application document list [please click here](#) at look the “What are the application documents?”

For the academic coordinator list [please click here](#) at look the “Who is my Erasmus coordinator?”

PLEASE ATTENTION DETAILS AT BELOW BEFORE STATING THE UNIVERSITY PREFERENCE IN THE APPLICATION FORM:

- * Make sure that you choose the right period to participate in the mobility.
- * Pre-research (city, accommodation, etc.) should be done in university preferences and a preference order should be made.
- * The university's course compliance and language of instruction should be checked.
- * Placements will be made based on quotas and nomination dates. It may be that there is not enough quota or the nomination date has passed. Nominations of students applying for two semesters can be accepted by the host institution for a single term.

ASSESSMENT PROCESS

For details [please click here](#) at look the “Selection Procedure?”

ANNOUNCEMENT PROCESS

- Announcement process consists of 4 stages:
 1. **Foreign Language Test Score**: Announcement of the Foreign Language Placement Test Results administered by School of Foreign Languages.
 2. **Erasmus Score**: Erasmus Score is calculated and announced following the assessment.
 3. **Placement**: In accordance with their Erasmus Scores, students are placed in partner institutions by a committee.
 4. **Erasmus Grant**: Following the announcement of the grant amounts allocated to universities by the National Agency, and the approval of intra-institutional budgeting, further details on grants are released.
- Students are required to receive acceptance letters from the host institution as well in order to participate in Erasmus mobility.
- While any procedure regarding going abroad, finding accommodation abroad, passport and visa procedures are principally student's responsibility, Erasmus Office may provide support for Partner University and Altınbaş University.

ERASMUS GRANTS

For details [please click here](#) at look the “Erasmus Grant and Payment Procedure”. Moreover;

- In case the grant allocated by National Agency remains insufficient to meet the needs of all participating students, the said grant will be allocated to the relevant Undergraduate School/Graduate School/Vocational School according to their academic performance.
- Students are ranked in a descending order according to their Erasmus score. Grants will then be distributed to students according to the overall ranking.
- Grants may not be allocated to each student.
- Students are allowed to undertake Erasmus activity by their own financial means.
- Monthly Erasmus rates are determined by the National Agency prior to the beginning of Academic Year in accordance with national priority and criteria.
- The exact period of Erasmus activity is calculated based on the start/end dates specified in the certificate of participation.
- The rate of grant is set by European Commission for 28 EU member countries as shown in the table below. The amount of grant varies according to your destination country's cost of living and quality of life indexes.
 - Students shall receive grants only during their mobility period abroad. In order to use the allocated grant amount efficiently and meet all students' needs, the students will be offered a grant only for the period between the classes start date and the end of final exams.
 - In case student returns to his/her home country earlier than the specified end date of the exchange period, s/he shall receive grant only for the period s/he stayed in the destination country. In case student stays abroad longer than the specified end date of the mobility period, s/he shall not receive any additional grant for the extended period.
 - In case it is reported that your travel to another country (outside the Programme Country where your Partner University is located) for more than 7 days, your grant will be cut in accordance with the total days you spent in Non-EU Programme Country/Countries.
 - Altınbaş University Erasmus Office may ask student to provide a copy of his/her passport for the determination of the period spent abroad if deemed necessary.
 - Students can, if they wish, renounce the financial support.
 - No additional funding is provided to students for round trips between Programme Countries for study and placement/traineeship mobility.

Additional Grant Details:

- In addition to the main Erasmus+ grant, extra Erasmus+ funding is available for **students with disabilities/special needs** and accompanying persons. In order to get this support, it is sufficient for the student to present a document proving the disability at the application.
- **In addition to the monthly grant amounts, an additional 250 € grant** is paid from the education mobility budget to economically disadvantaged students selected for learning mobility (SMS). In order to get this support, it is sufficient for the student to submit a document proving that;
- Those who have a protection care or shelter decision by the Ministry of Family and social pursuant Law No 2828.
- Those who received an orphan's benefits
- Children or Martyrs/Veterans
- Those who are granted a needy benefit for themselves or their families (the students, his/her parents/guardians have received financial support from Municipalities, public institutions and organizations (Ministries, Social Assistance and Solidarity Foundations, General Directorate of Foundations, Red Crescent, AFAD, etc.)

Credit and Hostels Institution scholarships and similar scholarships, other grants, aids and scholarships in the nature of success scholarships, one-time aids are not considered within the scope of financial aid.

The following amounts of Additional Grant Support can be provided according to the type of mobility within the budget possibilities, upon their request and provided that they document this situation, to the students who meet the above scope.

- Study mobility between 2 and 12 months: 250 € per month
- Short-term student mobility between 5-14 days*: 100 € in addition to the daily grant total
- Short-term student mobility between 15-30 days*: 150 € in addition to the daily grant total

* In this case, no additional support is given for the internship.

TRAVEL COST:

Disadvantaged students/new graduates participating in short-term mobility can receive a travel grant. Students/new graduates who do not receive travel support can be given an individual support grant for up to 4 days for travel days, with an additional one-time grant of 50 Euros, if they prefer green travel.

Travel distances	In case of standard travel	In case of green travel
Between 10 and 99 KM	23 EUR per participant	
Between 100 and 499 KM:	180 EUR per participant	210 EUR per participant
Between 500 and 1999 KM:	275 EUR per participant	320 EUR per participant
Between 2000 and 2999 KM:	360 EUR per participant	410 EUR per participant
Between 3000 and 3999 KM:	530 EUR per participant	610 EUR per participant
Between 4000 and 7999 KM:	820 EUR per participant	
8000 KM or more:	1500 EUR per participant	

ERASMUS GRANT CUTS

In addition to the above rules of grant cuts;

1. In the event a student does not sit the OLS language assessment, which is mandatory for all participants to Erasmus+ mobility activities, a 5% cut will be imposed on grant allocated for total mobility period.

2. In the event that participants do not fill out the EU Survey Participant Report, a 20% cut will be imposed on grant allocated for total mobility period.

3. In the event that participants fail to successfully complete/pass the 2/3 of the course credits set forth in the learning agreement, they shall not receive the second instalment payment (20% of the total grant amount).

SUCCESS RATE	INTERRUPTION FROM %20 GRANT
%65-%50	%5
%49-%25	%10
%24-%5	%15
%4-%0	%20