

2024-2025 ACADEMIC YEAR SPRING SEMESTER

ERASMUS+ KA131 STUDENT MOBILITY FOR STUDIES

APPLICATION CALL

“Project: 2024-1-TR01-KA131-HED-000221090”

Dear Students,

The 2024-2025 Spring Semester Erasmus+ Student Mobility for Studies application process will be carried out completely online. The application call has been announced on our website. The conditions, planned application calendar and details about the application process are available in the application call. Students are strongly advised to read the application call entirely before they apply.

***The applications have not started yet. This application call has been announced for informative purposes. In case you have any questions, please contact us only via email.**

* Before adding a university to your preference list, you must review the course catalogue of that university. If you cannot find at least 30 ECTS credits (offered in English) to take at the host university, you cannot carry out your mobility there and you face the risk of losing your right to participate in the mobility. The responsibility in this regard is entirely yours. It is mandatory that you have at least 30 ECTS worth of course load at AYBU during the semester in which you will carry out your mobility. If the host university requires a language certificate other than English, you must make sure that you meet this requirement. If you do not meet the language requirement of the host university and get rejected, the responsibility belongs to you. Finding accommodation is also your responsibility. You cannot postpone your mobility. You cannot update your university preference list after the application period ends. It is mandatory that all courses taken at the host university are recognized at AYBU upon your return.

AYBU International Relations Office

PLANNED APPLICATION CALENDAR

Erasmus+ English Exam Written Part Erasmus+ English Exam Spoken Part (Please write all your exam-related questions to yabdil@aybu.edu.tr)	28 September 2024 5 October 2024
Erasmus+ English Exam Application Period https://app.erasmus.aybu.edu.tr/ (Please write all your exam-related questions to yabdil@aybu.edu.tr)	16-23 September 2024
Application Period Start Date	7 October 2024
Application Period End Date	13 October 2024 16.55
Announcement of Draft Results	16 October 2024
Deadline for Objection to Results, Withdrawal and Zero-grant applications (via a signed petition attached to email)	18 October 2024
Announcement of Final Results	21 October 2024
Deadline for Withdrawal (via a signed petition attached to email)	28 October 2024

The application process will be carried out completely online. Applications made with missing or outdated documents and incorrect information will be deemed invalid once detected during the evaluation process. It is the applicant's responsibility to carry out the application process and upload the necessary documents completely and accurately. The documents that are emailed to us after the application period ends will not be taken into consideration.

In addition to this application call, each of the applicants are reminded of the rules and conditions via personal emails and daily social media posts before the application period ends. Any loss of rights that may occur as a result of university choices made without taking these warnings into account is entirely the responsibility of our students.

Application Guidelines: Step by Step

The applications will be completely online. Students may apply via the following link: <https://turnaportal.ua.gov.tr/giris>. In case of technical problems that may arise, students are advised to contact us via erasmus@aybu.edu.tr. **Please do not leave your application to the last minute in order not to face any technical (and other) problems.**

- In case your department has no Erasmus+ bilateral agreement, no university will appear in your university preference list. It means that you will not be able to apply for the Erasmus+ 2024-2025 Spring Semester SMS.
- If you cannot find any place to upload a necessary document, go to the "other" step in the application form and upload the document by attaching it to your other documents (if any).
- There might be changes on the bilateral agreement list during the application process and/or during the subsequent steps due to the ongoing EWP process throughout Europe. In other words, an increase and/or a decrease in the number of agreements on the list is possible. Consequently, if you are granted, it does not guarantee that you will study at one of

the universities on your university preference list. Additionally, some of our partner universities' nomination period may have ended or might end before the application period ends at AYBU. Please check the list of the nomination deadlines of the partner universities before you submit your application. The deadline list can be found in the announcement on our website.

Application Requirements

- Full-time AYBU students enrolled in any of the following cycles:
 - undergraduate (BA)
 - graduate (MA, PhD)
- Minimum required GPA:
 - undergraduate (BA) students: 2.20/4.00
 - graduate (MA, PhD) students: 2.50/4.00
- Formed GPA:
 - MA and PhD students who are in their first semester at AYBU, may use their latest GPA from the previous cycle.
- ECTS credits requirement:
 - Students should have the required course workload of at least 30 ECTS credits per semester.
- ⊗ Even though there is an Erasmus+ agreement between AYBU and a partner university for a certain department, the partner university may not open enough courses in English (minimum 30 ECTS) for Erasmus+ students to carry out their mobility in a certain academic period for such reasons as inadequate number of staff members and inadequate number of incoming students. A loss of right due to failing to find at least 30 ECTS credits to take at both the host institution and AYBU is entirely student's responsibility. The mobility cannot be postponed and after the application period ends, the preference list cannot be updated. If applicable, more than one school should be put in the preference list.
- ⊗ Graduate level students (even those who are in thesis-writing phase), too, must have a course load of minimum 30 ECTS credits. However, these courses do not have to be courses which students physically attend, and which include exams to be taken by students. If the host institution allows (not all of them do), students can carry out their thesis-related activities such as research, data collection and/or seminar at the host institution but these activities, in total, need to be allocated a minimum of 30 ECTS credits and these credits need to be stated on the learning agreement and approved by both institutions before the mobility. Therefore, students have to make sure that when choosing schools, there are at least 30 ECTS worth of courses taught in English that they can take at the host institution, or that they are allowed to carry out their thesis-related activities there.
- In case students need to update their before the mobility learning agreement, the total ECTS taken at each institution must still be a minimum of 30 ECTS after the changes, so that there will not be any grant cut from your remaining 20% grant.
- Medicine students are required to upload a B2 German certificate to the application system during applications if they would like to put our partner school, Heinrich Heine University in Germany, on their preference list (if they wish to carry out a rotation there).

Students who cannot apply:

- AYBU YDYO preparatory class students and undergraduate students who are in their first semester cannot apply.
- Students who have graduated from the Faculty of Medicine or Dentistry and have been placed through a central examination (such as TUS, DUS, and EUS), and continue their residency cannot benefit from the Erasmus+ Student Mobility if they are not actively registered at AYBU.
- PhD students who are to take their PhD proficiency exam or present their dissertation proposal cannot participate in the mobility.
- Students who will have completed the following number of ECTS credits at AYBU before starting their Erasmus+ studies mobility cannot apply for Erasmus+ studies mobility. Their applications are rejected.
 - Students of 4-year undergraduate programs: 240 ECTS
 - Students of 5-year undergraduate programs: 300 ECTS
 - Students of 6-year undergraduate programs: 360 ECTS
 - Students of doctoral programs: 240 ECTS (consult your institute)
 - Students accepted to doctoral programs with a bachelor's degree: 300 ECTS (consult your institute)
 - Students of master's programs with thesis: 120 ECTS (consult your institute)
 - Students of non-thesis master's programs: 60 ECTS (consult your institute)
- Only students whose department has an Erasmus+ inter-institutional agreement(s) can apply for the Erasmus+ SMS.
- The preferred schools and their order cannot be updated after the application period ends; thus, students are recommended to make their lists carefully and choose more than one university if applicable.
- A loss of right to participate in the mobility due to failing to meet the language requirement of a partner university (English and/or any other language) is entirely student's responsibility.
- Undergraduate transfer students are not subjected to minus 10 points for any Erasmus+ mobility they participated in in their previous university.
- Students should get informed about the visa process of a host country through the official website of the embassy/consulate of the host country. Our office does not take part in students' visa application process. Our office is also not obliged to know the documents required by each consulate/embassy for visa application.
- The English language proficiency needs to be certified by students; thus, students who do not have a valid result from any of the stated exams (<https://bit.ly/3gQzzL4>) accepted by ÖSYM (such as YDS, E-YDS, YÖKDİL) taken within the last 5 years or the exam conducted by AYBU School of Foreign Languages for this mobility call (min. 70/100), cannot apply for the mobility.
- The previous Erasmus+ exams conducted by AYBU School of Foreign Languages will not be valid for this application call. Only the result of the Erasmus+ language exam (min 70/100) to be conducted on 28 September and 5 October 2024 by AYBU YDYO will be accepted for this application call. Also, it is compulsory to take both parts of the exam, written and spoken for your result to be valid.

Erasmus+ SMS Programme Countries

1st and 2nd Group Programme Countries (600 Euros per month): Germany, Austria, Belgium, Czechia, Denmark, Estonia, Finland, France, Southern Cyprus, the Netherlands, Ireland, Spain, Sweden, Italy, Iceland, Latvia, Liechtenstein, Luxembourg, Malta, Norway, Portugal, Slovakia, Slovenia, Greece

3rd Group Programme Countries (450 Euros per month): Bulgaria, Croatia, North Macedonia, Lithuania, Hungary, Poland, Romania, Serbia

Travel Support

- In order to contribute to the travel expenses of the students, the distance between the starting point of the mobility (city) and the place where the mobility will take place (city) is calculated by using the distance calculator provided by the European Commission (<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>) and the travel grant is calculated using the table below. The grant equivalent of the distance in the table below is the round-trip figure and this amount is not multiplied by two.

Travel Distance	Standard Travel Grant Amount (Euro)	Green Travel Grant Amount (Euro)
Between 10-99 km	28	56
Between 100-499 km	211	285
Between 500-1999 km	309	417
Between 2000-2999 km	395	535
Between 3000-3999 km	580	785
Between 4000-4999 km	1188	1188
8000 km or more	1735	1735

- Students who prefer green travel, i.e. use a means of transportation other than airplane in their travel to the city where the mobility will take place and for their return to Ankara, will be granted using the table above up to a maximum of 6 days for the travel days. In order to receive green travel support, green travel must be used for the round-trip. Additionally, more than half of the entire trip must be made using green travel means of transportation. This support is only valid for the travel from Ankara to the city of the host university and vice versa. This travel must be made over the shortest distance between the two cities and must exceed half of the total km distance between the two cities. At the end of their mobility, students are obliged to present documents (bus tickets, train tickets etc.) proving that the green travel has taken place.

Grant Amounts

- If you are a granted student, the first instalment of your grant (80%) will be transferred to your account within 30 days following the signing of the grant agreement. In order to get the rest of your grant money (20%), you must have passed at least 2/3 of the total credits you took at the host institution. In other words, for example, you must have passed 20 credits of a 30-credit course load, and you must have taken at least 30 credits at both institutions. If you have not passed at least 2/3 of the total credits, you will not get the remaining 20% of your grant. If you have failed all the courses you took at the host institution, you will be asked to return the entire grant paid to you before the mobility. If you do not return the money, this situation will be forwarded to AYBU's administrative legal affairs office, and a legal process will be initiated to refund the money. Additionally, if it is noticed that you have left the host country for more than 7 days (excluding public holidays), a reduction will be made from your remaining grant for each extra day that you are not in the host country. If it is noticed in your transcript that you took less than 30 ECTS credits at AYBU and/or host institution, our office has the right to make a reduction to your remaining grant. Your remaining grant will be transferred to your account within 45 days following your submission of all your after the mobility documents.
- In order for the remaining grant payment to be made, the documents you need to submit to us include an experience text and photo regarding your Erasmus+ study mobility, your entry-exit border registration document that you will obtain from <https://turkiye.gov.tr/>, photocopies of the pages in your passport that include your entry to Türkiye and the host country, and your exit stamp from Türkiye and the host country. For non-Turkish students, the border entry-exit record to be obtained from the district police department is also among the documents that must be submitted to us. The documents related to your mobility must be submitted to us within 30 days from the end date of your mobility stated in your certificate of attendance provided by the host institution. If you do not submit all the necessary documents to us within this period, your mobility will be

considered invalid, and you will be asked to return the grant amount paid to you at the beginning of your mobility to the project account that we will specify.

- Course recognition procedures will not be initiated for students who do not submit the necessary documents to us.
- If a student carried out an Erasmus+ mobility before but failed to provide all the mobility documents to us, in case that student is reselected within a new application call, no document regarding their current mobility will be issued until they submit all the documents of their previous mobility to us.
- The grant agreement signed with our office indicates that you agreed to the terms and conditions specified in our relevant application call.
- The Erasmus+ grant is a support for your studies. It can cover only some part of your expenses.

Evaluation Criteria

The Erasmus+ application scores of the students are calculated using the table below. The students with the highest Erasmus+ scores are selected. If the number of departments in the academic unit is less than the quota allocated to the unit, the first student with the highest score from each department is granted and the remaining quota is used for the second ranked student from each department.

The Erasmus+ score = GPA (50%) + English exam score (50%). For the equivalency table of 4.00 and 100 grading system of YÖK please see <https://oyp.yok.gov.tr/Documents/Anasayfa/4lukSistem.pdf>. Additionally, the criteria below might affect the results.

CRITERIA	POINTS
1. GPA	%50 (out of 100)
2. Language Exam Score	%50 (out of 100)
3. Students who are the child of a martyr/veteran or veteran themselves* (additional grant support available, please check the additional grant support section below)	+15
4. Students who are entitled to protection, care or shelter under 2828 Social Services Law* (additional grant support available, please check the additional grant support section below)	+10
5. Disabled students* ¹ (additional grant support available, please check the additional grant support section below)	+10
6. Students who themselves or whose first-degree relatives receive financial aid from AFAD* (additional grant support available, please check the additional grant support section below)	+10
7. Previous participation in the program (studies or internship) in the same education cycle	-10
8. Late withdrawal	-10
9. Failure to attend meetings / info sessions related to the mobility held by AYBU IRO (to be applied in case of student's next application)	-5
10. Failure to take the language exam conducted by AYBU School of Foreign Languages without a force majeure (to be applied in case of student's next application)	-5

¹ The percentage of the medical disability should be greater than 50%.

*If you fit into any of the categories marked by an asterisk above (3, 4, 5 and/or 6), you should prove this with an official document that should be uploaded to the system during application. Otherwise, it will not be taken into consideration.

Quotas

Quotas are determined in line with the available AYBU Erasmus+ SMS budget and the number of Erasmus+ agreements each faculty has and the quota distribution is carried out according to the principles stated in the Erasmus+ 2024 Program Guide and the Erasmus+ 2024 Handbook. The students with the highest Erasmus+ scores are selected. If the number of departments in the academic unit is less than the quota allocated to the unit, the first student with the highest score from each department is granted and the remaining quota is used for the second ranked student from each department.

For the 2024-2025 Spring Semester, 55 AYBU students are planned to benefit from the mobility. The quota distribution below might change depending on such variables as the number of applications received from each academic unit and any extra funding (if applicable). The final quota distribution table will be given in the results announcement.

Faculty/Institute	Quota
Faculty of Law	5
Faculty of Humanities and Social Sciences	8
Business School	5
Faculty of Engineering and Natural Sciences	8
Faculty of Political Sciences	4
Faculty of Health Sciences	6
Faculty of Sport Sciences	1
Faculty of Aviation and Space Sciences	1
Şereflikoçhisar Faculty of Applied Sciences	1
Faculty of Architecture and Fine Arts	2
Faculty of Islamic Sciences	2
Faculty of Medicine	2
Faculty of Dentistry	<i>No quota could be allocated due to the absence of an Erasmus+ inter-institutional agreement.</i>
Graduate School of Natural and Applied Sciences	4
Graduate School of Social Sciences	4
Graduate School of Public Health	<i>No quota could be allocated due to the absence of an Erasmus+ inter-institutional agreement.</i>
Institute for International Relations and Strategic Research (ULISA)	<i>No quota could be allocated due to the absence of an Erasmus+ inter-institutional agreement.</i>
Graduate School of Health Sciences	2
Conservatory	<i>No quota could be allocated due to the absence of an Erasmus+ inter-institutional agreement.</i>
Total	55

Additional Grant Support

Participants with limited economic and social means who fit into at least one of the 8 categories below may apply for an additional grant support (€250 per month). In order to get this additional grant, participants must document their situation, and this official document must be uploaded to the application system during applications (<https://turnaportal.ua.gov.tr/giris>). Documents submitted after the application deadline will be deemed invalid. Every request will be consulted with the Turkish National Agency and their approval will be obtained.

1. Students who are the child of a martyr/veteran or veteran themselves
2. Disabled students
3. Students for whom protection, care or accommodation decision has been taken within the scope of Child Protection Law No. 5395
4. Those who are subject to Law No. 2828 (Those who have a protection, care, or shelter decision by the Ministry of Family and Social Services pursuant to Law No. 2828)
5. Those who do not have other parent income and receive an orphan's pension.
6. Those who are granted a needy pension for themselves or their families (if the student is entitled to receive financial support from Municipalities, public institutions, and organizations (Ministry, Social Assistance and Solidarity Foundations, General Directorate of Foundations, Kızılay, AFAD)*)
7. Students who have one of their parents or their guardians, who are over 65, and who receive disability or needy pension within the scope of the Law No. 2022, dated 01.07.1976 on Pensions for Needy, Powerless and Orphaned Turkish Citizens and Disabled and Needy Turkish Citizens*
8. Students who themselves or whose first-degree relatives receive financial aid from AFAD.

*KYK and similar scholarships, other grants, aids and scholarships in the form of merit scholarships, one-time aids are not accepted.

Announcement of Results, Objection to Results, Withdrawals

- After the announcement of the draft results, students may object to the results in a written form (by sending the signed objection petition via e-mail to erasmus@aybu.edu.tr) within the specified objection period. Objections done after the specified period will not be considered.
- Following the announcement of the draft/final results, the selected students may withdraw from the mobility during the specified withdrawal period. Students who miss the withdrawal deadline and do not participate in the mobility will lose 10 points in their next Erasmus+ mobility application.

Zero Grant Applications

Following the announcement of the draft results, students who are not listed as granted, can still benefit from the mobility program without grant. To do this they need to inform our office via a signed zero-grant petition attached to email within the specified period. Their requests will be evaluated by the Erasmus+ Committee. Zero-grant applications after the period specified in the call will not be valid. Nominations of the zero-grant students are done after the nominations of the granted students. Thus, it is possible that a zero-grant student may not be nominated to any university if there is no quota left. In this case, the zero-grant student cannot benefit from mobility.

CONTACT

Your e-mails are answered within 2-3 work days.

Ankara Yıldırım Beyazıt Üniversitesi International Relations Office

Etlik Milli İrade Building, B Block, Floor 8, Room: 809-813 Ayvalı Mah. Gazze Cad. No: 7 Etlik-Keçiören / ANKARA

Student Office Hours (weekdays)

Morning: 10.00 – 11.30

Afternoon: 14.00 – 16.00

E-mail: erasmus@aybu.edu.tr

Web: www.aybu.edu.tr/dib