

## **2022-2023 ACADEMIC YEAR (SUMMER TERM)**

### **ERASMUS + SUMMER TERM APPLICATION ANNOUNCEMENT**

#### ***WHAT IS STUDENT MOBILITY FOR TRAINEESHIPS?***

This mobility activity is an internship opportunity at an overseas organization for a student registered at a higher education institution. An “Internship” is a process where a beneficiary receives professional training and/or gains work experience at a foundation or organization in another country participating in the program.

The internship activity cannot be used for studies, such as research or analysis related to academic studies, within the scope of a certain curriculum.

The internship is for a student to gain practical work experience in the vocational training area that they study.

The internship activity is not expected to be compulsory for the student's diploma program. However, the economic sector for the internship should be related to the current vocational education program of the student.

Studies, scientific research and projects that the students carry out to complete or support their own scientific studies are not considered internship activity. For these activities to be considered as an internship, they must be performed as professional activities with an economic equivalence in the relevant sector, not as part of academic studies.

In the post-graduation internship activity, the application must be made before the student graduates (when he/she is currently an associate, undergraduate or graduate student).

Graduated students can not apply for the mobility. Internship mobility after graduation must be completed within 12 months of graduation.

Students who froze their registration cannot benefit from the mobility.

#### **Eligible Places for Internship**

Any public or private sector institution located in one of the countries where internship activities can be carried out, in the labor sector or in the field of education, training, youth, research and development can be an internship place. While there is no limit to the list, the following organizations can be considered as examples of eligible places for internships:

- Small, joint or large enterprises owned by a public or private sector
- Local, regional or national public institutions
- Embassies or consulates of the sending country abroad
- All kinds of formations/unions belonging to the business world such as chambers of commerce, tradesmen-crafts unions, stock markets and unions
- Research institutes
- Foundations

- School/institute/education center (can be any educational institution from pre-school to high school, including vocational education or adult education)
- Non-profit institutions, associations, NGOs
- Institutions providing career planning, professional consultancy and information services
- Higher education institutions (Higher education institutions in the countries associated with the program must have ECHE and no mutual agreement is required within the scope of internship mobility. A bilateral inter-institutional agreement must be signed before the activity in countries that are not related to the program.)

If the institution in which the internship activity will take place is a higher education institution abroad, the work to be performed is not an academic learning activity but it is to obtain practical working experience in the related units.

The following institutions are not appropriate for higher education internship activity within Erasmus+:

- European Union institutions and EU agencies

See: [https://european-union.europa.eu/institutions-law-budget/institutions-and-bodies/institutions-and-bodies-profiles\\_en](https://european-union.europa.eu/institutions-law-budget/institutions-and-bodies/institutions-and-bodies-profiles_en) - The National Agency and similar institutions conducting EU programs.

**Minimum period** is 2 full months and maximum period is 12 full months in Student Mobility for Traineeships.

If the internship foundation is closed due to holiday during Mobility for Traineeships, the internship might be interrupted. Grants will be given for the period when the foundation is closed. The dates when the internship foundation will be closed must be researched beforehand to ensure the minimum activity period, and the minimum period must be ensured even after holiday period is excluded. **Weekend holidays are not excluded from the activity period.**

## **CRITERIA FOR SELECTION**

### **Minimum Requirements:**

In order to participate in the activity, students must first meet the following requirements:

- 1- The student must be a full-time student enrolled in a higher education program in any of the formal education levels (first, second or third cycle) within the higher education institution,
- 2- The cumulative grade point average of the first cycle students (associate/undergraduate degree) should be at least 2.20 out of 4.00,
- 3- 3- The cumulative grade point average of the second and third cycle (graduate/doctorate level) students should be at least 2.50 out of 4.00,
- 4- 4- If the student benefited from Erasmus+ and Lifelong Learning (LLP) within higher education mobility activities in the current education level, the total duration of the new activity and the previous one should not exceed 12 months in total.

| Criteria   | Weighted Point          |
|--|-------------------------|
| Academic Success Level   | %50 (Out of 100 points) |
| Language Proficiency Level   | %50 (Out of 100 points) |
| Children of veterans and of those died during military service   | +15 points              |
| Students with disabilities (provided that the disability is documented)  | +10 points              |
| Students who have been granted protection, care and housing within the scope of Social Services Law No. 2828                   | +10 points              |
| Prior participation (with or without grant)  | -10 points              |
| Participating in mobility in the country of citizenship  | -10 points              |
| Although selected, non-participation in mobility without notice during the given period of time                                | -10 points              |
| Applying for two mobility programs at the same time (deduction will be made from the mobility program of the student's choice) | -10 points              |

\*Students who want to waive from their right to attend Erasmus mobility have to notify their waiver within 3 days from the date of announcement of the results. Otherwise, a reduction of “10 points” will be applied to their next Erasmus mobility application.

\*\*If students who did not take the Foreign Language Exam following the application without any force majeure reapply to any mobility activity within the scope of higher education, “5 points” will be deducted from their weighted selection scores.

### **GRANT SUPPORT**

Grants are given to students to help them with the additional costs incurred during their stay abroad.

Grants are only contributions, not to cover the student's full costs of the activity.

The countries where student mobility activities can be carried out were divided into 3 groups according to their standard of living and monthly learning and internship grants were determined for the country groups

The groups of countries and the amount of grants to be given to the students going to these countries are given in the table below:

| Ülke grupları         | Misafir Olunacak Ülke  | Aylık Hibe Öğrenim (Avro) | Aylık Hibe Staj (Avro) |
|-----------------------|--|---------------------------|------------------------|
| 1. ve 2. Grup Ülkeler | Almanya, Avusturya, Belçika, Danimarka, Finlandiya, Fransa, Güney Kıbrıs, Hollanda, İrlanda, İspanya, İsveç, İtalya, İzlanda, Lihtenştayn, Lüksemburg, Malta, Norveç, Portekiz, Yunanistan | 600                       | 750                    |
| 3. Grup Ülkeler       | Bulgaristan, Çek Cumhuriyeti, Estonya, Hırvatistan, Kuzey Makedonya, Letonya, Litvanya, Macaristan, Polonya, Romanya, Sırbistan, Slovakya, Slovenya, Türkiye                               | 450                       | 600                    |

No additional support is provided to students for round-trips between program countries for study and internship mobility.

Students are paid in 2 installments, 80% of the grant is paid before the mobility and 20% upon the successful completion of the mobility. Payments are made in Euro.

Students can participate in activities without grant. Students without grant are also subject to general evaluation along with other applicants and go through the same process as the students with grant. The difference of the student without grant is that the student is not included in the budget calculations and is not paid. The absence of a grant is not a justification for the student not being involved in the selection process.

#### **ADDITIONAL GRANT OPPORTUNITY AND BENEFIT METHODS FOR STUDENTS WITH RESTRICTED ECONOMIC FACILITIES**

In addition to the monthly grant amounts specified in the Grant Table, students with financial difficulties may be provided with an additional grant of 250 € per month from the relevant mobility budget, provided that they comply with the following scope and request to get the grant, if they document their situation.

- 1) 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)
- 2) Students for whom protection, care or accommodation decision has been taken within the scope of Child Protection Law No. 5395
- 3) Those who do not have other parent's income and receive orphan's pension
- 4) Children of Martyrs/Veterans
- 5) Those who are entitled to a disability pension for themselves and their families (It is sufficient to submit a document proving that the student or parents/legal guardians of the student has received financial support from municipalities, public institutions and organizations (Ministries, Social Assistance and Solidarity Foundations, General Directorate of Foundations, Kızılay, AFAD) at the time of his Erasmus application.)

6- Disabled (Disabled people with a disability rate of at least 70% documented by the Disability Health Board report in the "Regulation on Disability Assessment for Adults" published in the Official Gazette dated February 20, 2019 and numbered 30692)

7- Students who have one of their parents or their guardians over 65 years old and who receive disability or needy pension within the scope of the Law No. 2022, dated 01.07.1976, on Pensions for Those who are in Need, Powerless and Orphaned Turkish Citizens and Disabled and Turkish Citizens that are In Need.

Credit and Dormitories Institution (Kredi ve Yurtlar Kurumu) scholarships and similar scholarships, other grants, aids and scholarships in the nature of success scholarships, and one-time aids are not considered within the scope of financial aid.

### **EXTENSION OF THE ACTIVITY PERIOD**

If the student wants to extend the activity period, his/her request is evaluated by the Erasmus Office and the faculty/department officials of the student. Depending on the approval of the institution and the academic status of the student, it is possible, but not obligatory to extend the period.

*The following requirements must be met for extension:*

- 1- The extended period must follow the current term without any interruption (Holidays and term breaks are not considered as interruption.)
- 2- In order to extend the deadline, the request must be submitted no later than 1 month before the originally scheduled mobility ending date. If the request is accepted by all parties, the Grant Agreement should be amended (in case of sufficient grant) and all necessary procedures for extension of the term should be completed.

**\*\***The letter must be signed/stamped.

**\*\*\***Dates of placement must be determined by taking official holidays of the host country into consideration

### **DISTRIBUTION PROCESS OF THE GRANT**

All Vocational School/Faculties/Institutes are given equal seats. Erasmus score ranking of the students will be made throughout the university and the student with the highest score will have a seat in their vocational school/faculty/institute's quota.

In the event that our eligible students give up their rights, the vacant seat will be given to the top student in the waiting list among the students applying from the same Vocational School/Faculty/Institute.

NOTE: In case there are no qualified students from any Vocational School/Faculty/Institute; the vacant seat will be distributed according to the general ranking regardless of the Vocational School/Faculty/Institute distinction.

\* Students in the waiting list will be able to benefit from mobility without a grant upon request.

**Number of Days with Grants:** The Student Mobility for Traineeships is planned to be funded with grants for 2 months. The number of days with grants will become definite upon the closure of applications and will be announced along with main/waiting list.

**NOTE:** The process of searching and finding an internship facility is under the responsibility of our students.

**IMPORTANT INFORMATION:**

Minimum B2 level foreign language result will be requested in student selection, applications of students who cannot submit one of the accepted exam results will not be evaluated.

Students who have the following TOEFL IBT or TOEFL IBT Home Edition exam results will be exempted from the foreign language exam to be held at our university.

\*Students who do not have the scores above are required to participate in the exam that will be held by our Foreign Languages Department. (English Preparatory Exam (ISTEP) will not be evaluated as an eligible exam type.)

\* The validity period of the documents is 2 years