



PROCEDURES FOR ERASMUS+ MOBILITY FOR STUDIES / TRAINEESHIPS

APPLICATION CALENDAR and TERMS

2023 PROJECT PERIOD

	DATES
Announcement of Erasmus + Application Dates	15.03.2024
The Erasmus + Learning / Traineeship Mobility Meeting	The date and time will be announced on the webpage.
ERASMUS + Learning / Traineeship Mobility Application Dates	04.04.2024 (00:00 – midnight) 18.04.2024 (12:00 – noon)
Erasmus + Foreign Language (English) Examination	19 April 2024 At Alanya University's Digital Studio
Notification of Erasmus + Foreign Language Exam Results to International Relations Office	will be announced by the SFL
Announcement of Application Results for the Learning / Traineeship Mobility	25 April 2024

MOBILITY TYPES

Mobility for Studies Students can undertake study mobility at one of the partner higher education institutions abroad as part of their diploma programs at any level of education.

Traineeship Mobility Students can carry out an internship at an enterprise abroad, a research institute, a laboratory, an organization, or another relevant workplace. Internships abroad are supported for studies at all levels of education and for new graduates. The internship activity should be an integral part of the student's study programme.

MINIMUM AND MAXIMUM DURATIONS FOR A SINGLE ACTIVITY

Activities are carried out in accordance with the minimum and maximum periods determined by the European Commission.

In educational mobility

The minimum period is 2 full months or 1 trimester, and the maximum period is 12 full months.

In internship mobility

The minimum period is 2 full months; the maximum period is 12 full months.

ERASMUS+ LEARNING / TRAINEESHIP MOBILITY APPLICATION REQUIREMENTS

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

- 1-** The student must be a **full-time student** enrolled in a higher education program in any of the stages of education (first, second or third cycle),
- 2-** a) The cumulative academic grade average of first cycle students must be at least **2.20 / 4.00**
b) For students who have transferred from an associate degree, whose transcript has not yet been created at the application stage, the associate degree graduation grade must be at least 2.20/4.00; 2- For first year students, the high school graduation grade must be at least 75/100.
c) The cumulative academic grade average of the second and third cycle students must be at least **2.50 / 4.00**.
- 3-** Students must have sufficient number of ECTS credits for learning mobility (60 ECTS credits for one academic year).

Documents Required for Erasmus+ Application:

!!! The application must be made through the Application Portal (<https://turnportal.ua.gov.tr/>) between **04.04.2024 (00:00) - 18.04.2024 (12:00 – noon).**

Documents that need to be uploaded to the system:

- Erasmus Application Form approved by the Erasmus Department Coordinator (or Assistant Coordinator)
- Photocopy of ID
- Photocopy of passport (if available)
- 1 passport size photo
- Transcript of Records in English
- Photocopy of Foreign Language Exam Result Certificate (Students who have previously taken the national and international foreign language exam will bring it.)
- Request Petition for Foreign Language Exam - Exam results to be held by Alanya University School of Foreign Languages will be provided by the International Relations Office.

Incomplete applications will not be accepted.

All application files must be delivered to the International Relations Office.

Incomplete applications WILL NOT be accepted and evaluated.

Erasmus+ Bilateral Agreements

The list of foreign universities that Alanya University has an agreement with can be found on our web site at <https://erasmus.alanyauniversity.edu.tr/tr/anlasmalarimiz> Erasmus+ Program Erasmus Bilateral Agreements. Information regarding foreign universities that your department has agreements with and the language of instruction of the university to be attended, duration of education and matching of courses, etc. are available on our website.

FOREIGN LANGUAGE EXAM EVALUATION

Oxford Placement Test will be held within the body of Alanya HEP University School of Foreign Languages.

The exam consists of Listening, Reading and the Use of English questions. There is a time limit for answering each question.

Students whose exam result is **B1 level and above** are considered successful.

Exam entry details will be announced to applicant students.

EVALUATION

CRITERION	SCORE
Academic achievement level	50% (over 100 points in total)
Language level	50% (total of 100 points)
Martyr and veteran children	+15 points ¹
Students with disabilities (with documentation of your disability)	+10 points
Students who have received protection, care or compensation decision within the scope of Social Services Act No. 2828	+10 points ²
Students who submit the Traineeship Acceptance Letter during the application.	+10 points
Prioritizing digital competences developing	+ 5 points
Benefited before (with/without grant)*	-10 points
Participating in mobility in a citizen's country	-10 points
Students who had been elected for mobility and did not join the mobility without a disclaimer notice	-10 points
Students who apply for two types of mobility at the same time (Reduction is applied to the type of activity preferred by the student)	-10 points

For students selected to the mobility: Not participating in the meetings / trainings organized by the higher education institution in relation to mobility (if the student applies for Erasmus again)	-5 points
Students who declare to take the language exam but do not take it without any excuse (if the student applies for Erasmus again)	-5 points
Students or their first-degree relatives who have received assistance from AFAD for disaster victims.	10 points

1 In addition to combat veterans and their spouses and children, as well as spouses and children of war martyrs, according to Article 21 of the Anti-Terrorism Law No. 3713 dated 12/4/1991, "public officials are prohibited from performing their duties at home and abroad, or from performing these duties even if their titles have been removed." Spouses and children of those who were injured, became disabled, died or were killed as a result of terrorist acts, and the coup attempt and terrorist act carried out on 15 July 2016 and the continuation of this act, in accordance with Article 7 of the Decree Law No. 667 dated 23 July 2016. Spouses and children of those who lost their lives due to actions or disabled civilians and their spouses and children are prioritized if they apply for Erasmus+ student mobility.

2 For prioritization, the student must submit a letter from the Ministry of Family and Social Policies stating that there is a protection, care or shelter decision regarding him/her in accordance with Law No. 2828.3 Internships that experience one or more of the following activities are included in this scope: digital marketing (e.g. social media management, web analytics), digital graphics, mechanical and architectural design; application, software and code or website development; installation, maintenance and management of information systems and networks, cybersecurity, data analytics, data mining and visualization; programming, robotics and artificial intelligence training. This does not include general customer service, request creation, data entry or routine office duties.

* While calculating the Erasmus selection score of students who have previously benefited from higher education student or internship mobility within the scope of Erasmus+ (2014-2020 or 2021-2027) within the same education level, a 10-point deduction is applied for each activity previously benefited from (without distinction between education and internship). If a student who has previously benefited from mobility applies for both education and internship activities at the same time, "-20" points will be deducted from the type of mobility he/she previously benefited from, and "-10" points will be deducted from the second type of mobility he/she applied for.

QUOTAS 2023 PROJECT PERIOD

FACULTY	MOBILITY FOR STUDIES	MOBILITY FOR TRAINEESHIP
Faculty of Economics and Administrative Sciences - Department of Tourism Management	3	1
Faculty of Arts and Design - Department of Gastronomy and Culinary Arts (bachelor and master) - Department of Communication and Design - Cartoon and Animation		
Faculty of Engineering and Natural Sciences - Computer Engineering - Architecture		
Vocational School - Cookery - Physiotherapy		
Graduate School of Education - Architecture - Gastronomy and Culinary Arts - Social Media and Digital Communication	1	

!!! The stated quotas are estimates and may vary depending on the budget situation and the candidates who postpone their mobility.

GRANT AMOUNTS

Erasmus Grant is a non-refundable financial support given to students going abroad with the Erasmus+ program as long as they fulfil their Erasmus+ obligations. Monthly **Erasmus+ grant amounts** are determined by the National Agency separately for each country group according to living standards. **The grant is intended to support the educational activity carried out and does not cover all expenses of the student.**

A) Student/New Graduate Mobility to Program Countries

The table of individual support grant amounts to be applied when sending students/new graduates to program countries is given below:

Country Groups	Host Countries	Monthly Grant for Studies (Euro)	Monthly Grant for Traineeship (Euro)
Programme Countries, Group 1 and Group 2	United Kingdom, Denmark, Finland, Ireland, Sweden, Iceland, Liechtenstein, Luxembourg, Norway, Germany, Austria, Belgium, France, South Cyprus, Netherlands, Spain, Italy, Malta, Portugal, Greece,	600	750
Programme Countries, Group 3	Bulgaria, Czech Republic, Estonia, Croatia, Latvia, Lithuania, Hungary, Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Turkey	450	600

GRANT DEDUCTION

- If students return before the minimum period is completed, except for force majeure, the activity will be deemed invalid, and the grant will not be paid.
- The University Erasmus+ Selection Commission decides whether to cut the grants of students who do not fulfil their responsibilities and/or fail.

IMPORTANT NOTES

- It is possible to benefit from the program of Erasmus + mobility programmes (Mobility for Studies and Mobility for Traineeship) with or without grant.
- The fact that the student retakes a failed course does not prevent students from applying for an Erasmus +mobility.
- Student mobility for studies is carried out within the framework of existing inter-institutional agreements of ECHE and the Higher Education Institution.

- Bilateral agreement of departments is not obligatory if students want to benefit from the Erasmus +Traineeship Mobility programme. Students can apply and take the language exam by selecting the traineeship option only.
- Each student can benefit from a maximum of 12 months of studying and / or traineeship activity with or without grants, including the duration of the activity he / she has previously used in each level of education (undergraduate, graduate, doctorate) under Erasmus+ Programme.
- Internship activity can be carried out in every grade during the education period and within 12 months after the students in the final year of their education programs graduate. The application for the internship activity to be carried out after graduation must be made before the student graduates (while he/she is currently an associate, undergraduate or graduate student). Graduated students cannot apply. Post-graduation internship mobility must be completed within 12 months from the date of graduation. The total of the internship period after graduation and the student's mobility period at the same level should not exceed 12 months.
- Academic recognition is provided for credits achieved in the program; Failed credits are repeated at Alanya University.
- Students who have been selected for mobility but want to waive are required to notify the International Relations Office within 10 working days after their election is announced to avoid any reduction in their next application.
- Students studying in a double major can apply for mobility from only one major during the same application period.
- Students who suspend their registration cannot carry out their educational mobility or compulsory internships during the period they suspend their registration. It is at the discretion of the higher education institution whether a student who suspends registration for optional internships can benefit from mobility. Applications for study or internship mobility can be made during the registration freeze period.
- If students return before the minimum period is completed, except for force majeure, the activity will be deemed invalid and the grant will not be paid.
- Each student in the application will be deemed to have accepted the terms and conditions contained in the Erasmus + Guidebook and any disputes that may arise will be decided according to the information in the relevant documents.