

## **SECOND CALL FOR APPLICATIONS FOR 2020 PROJECT TERM ERASMUS+ TRAINEESHIP MOBILITY!**

It is a call for applications for students who want to perform Internship Mobility until May 2023.

### **APPLICATION DATES**

Applications will be received online between **28 April 2022** and **25 May 2022** via E-GOVERNMENT. The link of the advertisement, which you can reach with your e-Government login, is below.

[https://portal.ua.gov.tr/sf\\_IlanDetay.aspx?id=b1103d29-16e5-4eba-af4a-9a49733d1e18](https://portal.ua.gov.tr/sf_IlanDetay.aspx?id=b1103d29-16e5-4eba-af4a-9a49733d1e18)

- Except for the documents to be uploaded during the online application, no application form or document submission is required.
- Make sure that the dates of the English Language Proficiency Certificate and Transcript document required for the application comply with the rules stated below.
- Relevant applications are within the scope of the 2020 Erasmus Project Period (Project No: 2020-1-TR01-KA103-081888), and the mobility will be carried out until May 2023.
- Students applying for internship mobility must submit their acceptance letters by 15 July 2022 after the application evaluation.

### **APPLICATION CRITERIA**

1. Being a citizen of the Republic of Turkey or a citizen of other countries and being officially registered in an associate, undergraduate, graduate or doctoral program at Işık University,
2. To meet the General Academic Grade Point Average
  - a) Having a cumulative academic grade point average of at least 2.20/4.00 for associate and undergraduate students,
  - b) At least 2.50/4.00 for Master and Doctorate Students
  - c) Transcript has not yet been created at the application stage
- 1- For students transferring from associate degree, minimum 2.20/4.00 of associate degree graduation;

2- A high school graduation grade of at least 75/100 for first-year students, (Many institutions with Bilateral Agreements require a certain number of credits for admission. This issue should be taken into account by taking the opinion of the Erasmus+ Department Coordinator while evaluating the mobility period.)

3. Işık Exit result or Equivalent Exams (Exam results are valid for 3 years. Exam results on and after April 2019 will be accepted. The minimum language score required to participate in the Erasmus+ Program is 70. The Proficiency Exam, which is predominantly in the first sentence of the Exit exam result document The result must be 70 and above. Applications of students who cannot meet the 70 point requirement during the application will be deemed invalid.)

### **APPLICATION DOCUMENTS**

Supplementary documents must be attached to the form during the online application. Before proceeding to the application stage, obtain the following documents and scan them in pdf format.

#### **1) Exit Exam Result Document**

You can get it from the School of Foreign Languages - SFL before applying. (When requesting a document, you must specify that you are requesting for the Erasmus+ mobility application.)

#### **2) Transcript (E-signed official up-to-date transcript from E-Campus)**

NOTE: Documentation will not be exchanged after the application announcement is over.

### **ELECTION - EVALUATION PROCESS AND ANNOUNCEMENT OF RESULTS**

Student selections are made by the Erasmus+ Selection Commission according to the selection criteria specified in the Erasmus Implementation Handbook. Erasmus student selection is carried out by ordering the scores from the highest to the highest, taking into account the evaluation criteria and weighted scores announced by the National Agency, among the students who apply by meeting the minimum requirements.

#### **The final placement score to be used to evaluate the applications is as follows;**

- The final placement score is calculated by considering 50% of the student's total academic grade point average and 50% of the foreign language proficiency grades.
- While evaluating the GPA, the grades in the 4th system will be converted into the 100th system according to the conversion table of YÖK.

- While creating 50% of the foreign language proficiency grades; Exit exam result is considered as 75% + Oral exam result as 25%.

<b>Evaluation Criteria (+,-)</b>	<b>Score (+,-)</b>
Previously benefiting from Erasmus+ Mobility (with or without grant)	-10
Failure to participate in the mobility without giving a timely waiver notice despite being selected for the mobility	-10
Participating in mobility in the country of citizenship	-10
Simultaneous application to two mobility types (reduction is applied to the student's preferred mobility type)	-10
Not taking the language exam without an excuse (applicable if the student applies for Erasmus again)	-5
For students selected for mobility, not participating in meetings / trainings organized by the Higher Education Institution on mobility without an excuse (applicable if the student applies for Erasmus again)	-5
Students with disabilities (provided the disability is documented)	+10
Children of martyrs and veterans	+15
Students for whom protection, care or accommodation decision has been taken within the scope of Law No. 2828 (Applicants must submit a letter issued by the Ministry of Family and Social Policies, proving that they need protection, care and shelter in accordance with the Social Service Law No. 2828.)	+10
Submit an Traineeship Acceptance Letter at the time of application	+10
Traineeship to develop digital skills are prioritized.	+5

**EXAMPLE:**

GPA: 3.15/4

Exit Exam Result: 75/100

Oral Exam Result: 80/100

Final Placement Points:  $(80.16 \times 50/100) + (75 \times 75/100 + 80 \times 25/100) \times 50/100 = 78.205$

After the application announcement is over, the planned oral exam dates will be announced on our website and via e-mail.

All students who apply for internship mobility and pass the threshold score are expected to submit an internship acceptance letter. After the internship institution is found and the acceptance letter is received, the Master and Reserve list is formed according to the success order. The Grant Distribution Plan of the students on the main list is shared with the students. In case of waiver from the main list, the right to participate in the mobility passes to the students on the reserve list. Preparations begin with the examination of the necessary documents.

### **THINGS TO CONSIDER BEFORE APPLICATION**

- According to the program rules, there is no obstacle for students to participate in the Erasmus program in their last semester, transfer their courses and graduate. It is recommended that students who want to spend their last semester abroad first get approval from the Faculty to which they are affiliated. You can participate in Internship Mobility within 12 months after graduation.
- Students studying in a double major can apply for mobility from only one major in the same application period.
- Grant distribution planning is not expected to include all internship activity dates.

### **WHERE CAN I TAKE AN INTERNSHIP WITHIN THE SCOPE OF MOBILITY?**

- Organizations that will host traineeship mobility; businesses, training centers, research centers and other organizations that fit the definition of business in the Erasmus+ Program Guide.
- In case the institution abroad where the traineeship will be conducted is the Higher Education Institution, the study to be carried out is not an academic learning activity, but to gain practical work experience in the units for the general administration of the institution. Traineeship activities cannot be carried out for academic study purposes. Students who have a postgraduate education and are in the thesis period should apply to Study Mobility for the studies that they will do in the presence of an advisor, which are in return for credit but not within the scope of traineeship.
- European Union institutions and EU agencies, the National Agency that carries out EU programs, etc. institutions are not eligible for higher education traineeship activity within the scope of Erasmus+.ö

### **GRANT AMOUNTS BY COUNTRIES**

In cases where the total grant is not sufficient to grant all the selected students, the grant is firstly distributed to the Faculties in proportion to the number of students. The grants

distributed to the faculties are distributed to the students according to the final score ranking. The grant may not cover the entire mobility period. Students can also participate in the mobility by waiving their right to grant.

Traineeship mobility grants are paid for up to 3 months. Traineeship Mobility, if the traineeship company is closed due to a holiday, the traineeship may be interrupted. Grant payment is made for the period that the business is closed, but the period of closure is not added to the activity period. In order to ensure the minimum activity period, the dates when the traineeship will be closed should be investigated in advance, and it should be ensured that the minimum period is provided even after the vacation period is removed. Weekend holidays are not holiday periods to be subtracted from the activity period.

Monthly Erasmus grants are determined by the National Agency according to national priorities and criteria before the academic year starts. According to the living standards and cost indices of 33 EU member states, it has been found appropriate to give the grant amounts shown in the table below for the countries.

- Except for force majeure, if the student returns to his/her country before completing the minimum mobility period, the activity will be deemed invalid and no grant payment will be made.
- Depending on their preferences, students can also perform their mobility **without a grant**. No additional financial support is provided to students for round-trip trips between Program Countries for Study and Traineeship Mobility.

COUNTRY GROUPS	HOST COUNTRIES	MONTHLY GRANT FOR STUDY (EURO)	MONTHLY GRANT TRAINEESHIP (EURO)
<b>1st and 2nd Group Program Countries</b>	Germany, Austria, Belgium, Denmark, Finland, France, Cyprus, Netherlands, Ireland, Spain, Sweden, Italy, Iceland, Liechtenstein, Luxembourg, Malta, Norway, Portugal, Greece	500	600
<b>3rd Group Countries</b>	Bulgaria, Czech Republic, Estonia, Croatia, North Macedonia, Latvia, Lithuania, Hungary, Poland, Romania, Serbia, Slovakia, Slovenia	300	400

#### ADDITIONAL GRANT SUPPORT

Additional Grant Support may be provided to disadvantaged participants in addition to the grant they deserve. In order to be able to grant the said grant, the disadvantaged participant is

defined as an individual with limited economic and social opportunities and who fits into the following sub-categories.

- 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 receive an orphan's pension
- 4) Children of Martyrs / Veterans
- 5) Those who are granted a needy pension for themselves or their families (a document proving that the student received financial support from municipalities, public institutions and organizations (Ministry, Social Assistance and Solidarity Foundations, General Directorate of Foundations, Kızılay, AFAD) at the time of his Erasmus application. submission is sufficient.)

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.

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

## **ONLINE MOBILITIES AND GRANT NOTES UNDER COVID-19**

According to the updated FAQ for **ERASMUS+ HIGHER EDUCATION KA103 STUDENT/STAFF MOBILITY ACTIVITIES DUE to COVID-19** published by the National Agency, the issues regarding online mobility are as follows:

The online start of student/staff mobility, its continuation and online completion according to the course of the global epidemic have been approved by the EU Commission within the scope of COVID-19 measures. The granting for these possibilities will be as follows:

- 1. If the mobility started and completed online: no individual support grant is awarded. However, non-refundable expenses (travel, dormitory/rent, visa-insurance, etc.) made by the participant with the thought that the mobility will be completed physically are covered. (The possibility of physical initiation of mobility must be confirmed by the partner university before spending).**
- 2. If the mobility begins and ends physically: the usual individual support grant is awarded.**
- 3. If the mobility started online and was completed physically: no individual support is received during the online mobility, the usual individual support grant for physical mobility is awarded.**

- 4. Mobility can start physically and be completed online depending on the course of the epidemic. Grants are given according to the following rules;**
- If the participant completes his/her activity by continuing the online education of the host institution without returning from abroad, the entire duration of the activity abroad is granted; also travel, visa, accommodation etc. additional costs are not paid.
  - In case the participant returns to the country and completes his/her activity with the online training offered by the institution abroad; The grant, which is calculated according to the total activity period consisting of physical and online education, is paid in the amount specified in the contract. In addition, the above-mentioned and non-refundable or additional travel expenses due to cancellation can be paid within the framework of the higher education institution's grant opportunities.
  - In case the activity period lasts longer than the contractual period, granting according to the actual duration is possible if the university's KA 103 budget allows. In addition, the above-mentioned and non-refundable or cancellation-related additional travel expenses can be paid within the framework of the higher education institution's grant opportunities.
- 5. Lessons are taken virtually in the host country: the usual individual support grant is awarded.**