



FMV IŞIK UNIVERSITY ERASMUS+ OFFICE COORDINATION

What is Erasmus+ and What is it Not?



APPLICATION PROCEDURES

- ☐ Students are placed at universities based on their Erasmus score, language proficiency score, and the conditions of Erasmus agreements.

You must forward all emails you receive from the host university to **erasmus@isikun.edu.tr** so that we can also follow your application process. Otherwise, we may not be able to assist you.

- ☐ After the evaluation is completed, whether or not you are accepted depends on the discretion of the host institution.

The existence of an agreement between the two institutions does **not** guarantee your acceptance.

- ☐ The host institution may request proof of your English proficiency. If you do not have a language certificate, you may submit your **EXIT exam result**.

- ☐ Students who are confirmed to go abroad within the Erasmus+ program must have a passport.

During the application process, the host university may also request a copy and number of your passport.

APPLICATION PROCEDURES

- ❑ After the student passes the exam, the Erasmus+ Office contacts the university selected by the student. Based on the response from the host university, students may begin their application process. During this period, emails received from the host university should be read carefully, and all requested documents must be completed accurately. Each university has a specific document submission deadline. Documents submitted after this deadline will **not** be accepted by either the host university or Işık University. If you miss the deadline, your application may be cancelled. It is the student's responsibility to submit the documents to the host institution on time. The Erasmus+ Office will provide guidance in case there is anything you do not understand.
- ❑ Once you receive the information email from the university you have selected, you must contact them directly with any questions regarding required documents, online application procedures, etc.
- ❑ After completing the required documents, you should also inform the Erasmus+ Office when sending them to the host university.
- ❑ After the documents have been submitted, the host university will begin the evaluation process. The duration of this process is determined by the host institution.

APPLICATION PROCEDURES

"Academic Recognition Document"

- ☐ Erasmus+ students are required to prepare an **Online Learning Agreement (OLA)** to ensure academic recognition during their mobility process.
- ☐ Some universities may offer education in their native language; however, most of them provide course options in English for Erasmus+ students.
This information is usually included in the informative emails sent by the host university.
- ☐ If it is not, you must contact the university directly to learn about the language of instruction.



GENERAL HEALTH INSURANCE

All students participating in the Erasmus+ Program must have health insurance that covers medical treatment in the host country.
Travel health insurance is NOT sufficient!

Health insurance can be purchased from insurance companies in Türkiye.

Make sure your insurance policy:

- ☐ Is an **International Student Health Insurance**
- ☐ Covers **all treatments** (both inpatient and outpatient)
- ☐ Covers **your entire education period abroad**
- ☐ Clearly states a **minimum coverage of 30,000 Euros**
- ☐ Otherwise, your policy will **not** be accepted.

HOW TO GET A VISA?

- ❑ After your application is submitted to the host university, they will send you an **Acceptance Letter**. This is the **most important document** for the visa process. Once you receive this letter, you must contact the consulate/embassy of the respective country, collect the required documents, and **apply in person**.
- ❑ **Important Note:**
Contact the consulate of the host country **immediately after getting acceptance letter** from Host University.
Visa procedures and required documents vary depending on the country.
Check the official website of the embassy/consulate. Make sure all requested documents are complete.
- ❑ Students can download their **Visa support letters** through the **Turnaportal system** after submitting their acceptance letters. This document is important for the visa application process.
- ❑ Students without a grant are required to show a certain level of financial means in their bank accounts during the visa application process.
- ❑ Some consulates can also require grant-supported students to show additional financial means in their bank accounts.
- ❖ The student's responsibilities include the procedures for leaving the country, having accommodation abroad, as well as passport and visa procedures.

ACCOMMODATION

- ☐ Accommodation options vary by country and university.
The host university is **not obliged** to provide accommodation, but many universities reserve dorm rooms for students who apply on time or provide information on off-campus housing.
- ☐ The host institution's Erasmus+ Office can inform you about accommodation options at the university and in the city.
- ☐ Follow the instructions they provide. If no suitable option is offered, you must arrange your own accommodation.
- ☐ You will **definitely** need to provide a **proof of accommodation** during your visa application.

GRANT PAYMENT

- ☐ Students are awarded grants to help cover **additional expenses** incurred while living abroad. These grants are **contributions**, not meant to cover all expenses.
- ☐ After getting Acceptance Letters; Students who are announced as “Admitted” will receive a grant **for 4 months (partial funding)** and travel support in accordance with the conditions set out in the Programme Guide.
- ☐ After getting a visa and signing the grant agreement, **80% of the grant** will be paid to students bank account.
- ☐ Once your visa is approved, you must open a Yapı Kredi **EURO account** and submit your **account information** to the Erasmus Office.
- ☐ The host university **cannot charge** tuition fees to incoming Erasmus+ students.

However, students must **register at their home university** and pay tuition fees.

- ☐ **Students who continue education abroad without renewing their registration at Işık University will have their Erasmus+ activity considered invalid upon return.**

ERASMUS+ 2025 Project Period National Grant Amounts

Country groups	Host Country	Monthly Grant Education (Euro)
Group 1 and 2 Countries	Germany, Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Greek Netherlands, Ireland, Spain, Sweden, Italy, Iceland, Latvia, Liechtenstein, Luxembourg, Malta, Norway, Portugal, Slovakia, Slovenia, Greece	600
Group 3 Countries	Bulgaria, Croatia, North Macedonia, Lithuania, Hungary, Poland, Romania, Serbia, Türkiye	450

ERASMUS+ 2025 Project Period Travel Grant Amounts

Travel Distance	Standard Travel Grant (€)	Green Travel Grant (€)
Between 10 and 99 KM	28	56
Between 100 and 499 KM	211	285
Between 500 and 1999 KM	309	417
Between 2000 and 2999 KM	395	535
Between 3000 and 3999 KM	580	785
Between 4000 and 7999 KM	1188	1188
Between 8000 KM and more	1735	1735

When you return, please submit the following documents to the Erasmus+ Office.

- ☐ Students whose Erasmus+ periods have ended are required to bring their Original Transcripts and Attendance Certificates with them when returning to Türkiye
- ☐ **Students whose study periods have ended are required to complete the following documents:**
 - ☐ EU Survey (completed online)
 - ☐ Certificate of Participation
 - ☐ Transcript
 - ☐ Passport copy (page showing entry and exit stamps)

Note: Your grant will be recalculated based on your Certificate of Participation. The remaining 20% of the grant will be paid according to this document..

Important Note:

- Students must inform the Erasmus Office via email after obtaining their visas. Once the notification is sent, our office will schedule an appointment with you to sign the agreement.
- Students holding a green passport are required to contact the consulate of the country they will be traveling to and confirm whether their passport is eligible for a visa application. If it is not possible to apply for a visa with a green passport, students must apply for a burgundy (regular) passport.



THANK YOU!

ERASMUS+ OFFICE COORDINATION



erasmus@isikun.edu.tr



FEYZİYE MEKTEPLERİ VAKFI

IŞIK ÜNİVERSİTESİ