

ISTANBUL GELİŞİM UNIVERSITY RECTORATE

ERASMUS COORDINATORSHIP

2021-2022 ACADEMIC YEAR ERASMUS+ PROGRAM

SMALL STEPS, BIG RESULTS CONSORTIUM PROJECT STUDENT  
INTERNSHIP MOBILITY ANNOUNCEMENT

This announcement is Erasmus+ KA 1 (Key Action One) or AE 1 (Key Action 1), referred to as student and staff mobility in Higher Education; carried out under the coordination of the All Media and Communication Federation (TIMEF), It is for internship mobility within the scope of projects numbered 2019-1-TR01-KA103-070420 and 2020-1-TR01-KA103-083345 named "Small Steps, Big Results", consisting of a total of 4 academic and out of university partners. **This announcement, published by our university, only covers Student Internship Mobility Applications.**

Application dates: **8-23 June 2021**

**In case of entitlement to mobility, it can be started on 1 July 2021 at the earliest.**

**Important note:** All departments of our university can apply for Erasmus+ “Small Steps, Big Results” Internship Mobility, but due to the content of the project, **priority will be given to the students of the Media and Communication departments, with +10 points. The relevant departments to which +10 points will be applied during the application are as follows:**

**Istanbul Gelisim Vocational School**

*Photography and Videography*

*Public Relations and Promotion*

*Radio and Television Programming*

*Printing and Publishing Technologies*

**Faculty of Fine Arts**

*Communication Design*

*Cinema and Television*

*Radio, Television and Cinema*

**Faculty of Economics, Administrative and Social Sciences**

*Radio, Television and Cinema  
Advertising Design and Communication  
New Media and Communication  
Public Relations and Promotion  
Advertising*

### **School of Applied Sciences**

*Public relations and advertising  
Media and Communication  
Television Journalism and Programming  
New Media and Journalism*

### **Graduate School of Education**

New Media and Journalism  
Public Relations and Promotion

### **General provisions**

<b>Internship Mobility</b>	The activity is the internship of the student registered in a higher education institution in a business or organization abroad. “Internship” is the process by which a beneficiary acquires vocational training and/or work experience within an enterprise or organization in another country participating in the program. Erasmus internship activity cannot be used to carry out studies such as research assignments and analysis studies related to academic studies conducted within the scope of a certain curriculum. Internship activity is the student's obtaining practical work experience in the field of vocational education.
<b>Mobility Duration</b>	The duration of the student's mobility is at least 2 months. However, in order to be able to send more students than the students who applied, the grant period <b>is limited to 2 months.</b>
<b>The place(s) where the mobility takes place</b>	<b>Internship Mobility within the scope of Erasmus+ Small Steps and Big Results project will be held in England/London.</b> The internship place will be arranged by the coordinating institution TIMEF.

<b>Eligible participants</b>	The student who wants to benefit from the Internship Mobility Program must be a full-time student enrolled in a higher education program at any of the formal education levels within the university.
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### **Who and how can apply?**

1. All students who have or do not have an internship requirement can apply for Erasmus+ “Small Steps, Big Results” Internship Mobility.
2. Applications are made via OBIS by clicking on the "Erasmus Consortium Internship Mobility Application Form" tab under the Documents menu.
3. **There is no obligation to find an internship place and submit an acceptance letter during the application.** An internship place will be arranged by the coordinating institution TIMEF for the students who are entitled to mobility.

### **APPLICATION CRITERIA**

1. Associate and undergraduate students must have a general academic average of at least 2.20/4.00. Having a course from below does not prevent the student from benefiting from the program. For students who have transferred from another higher education institution by horizontal or vertical transfer and have not yet achieved a grade point average at Istanbul Gelişim University, the grade point average in the last transcript they received from the higher education institution they came from is taken into consideration.
2. Master's and Doctorate students must have a cumulative grade point average of at least 2.50/4.00. Having a course from below does not prevent the student from benefiting from the program. For students whose transcript has not yet been prepared, the graduation grade obtained in the previous higher education level is taken into consideration.
3. To have a score of 50 or more for Erasmus+ Consortium Internship Mobility from the Erasmus+ Foreign Language Exam held on 19-22 April 2021; Considering the pandemic conditions, the exams organized by ÖSYM will also be accepted over the same threshold score.

### **EVALUATION CRITERIA**

1. The following evaluation criteria will be applied while calculating the overall success grade.
  - 50% of Grade Point Average (GPA)
  - Foreign language knowledge 50% (The threshold is determined as 50 in the Foreign Language Exam.)
  - Previous benefit (for each mobility with or without a grant): -10 points
  - Media, Communication and related department students: +10 points

- Students with disabilities (provided that the disability is documented) : +10 points
- Children of Martyrs and Veterans\* : +15 points
- Students for whom protection, care or accommodation decision has been taken within the scope of Social Services Law No. 2828\*\* +10 points
- Participating in mobility in the country of citizenship: -10 points
- For students who selected for mobility: Not attending the orientation meetings organized by the higher education institution on mobility without an excuse (applicable if the student reapplies to Erasmus): -5 Points
- In order to give priority to students who have never benefited from the Erasmus+ activity, -10 points will be deducted from the Total Success Score (Language Score + Academic Achievement Level) from the students who have benefited from the Erasmus Mobility activity before.

Note: If the student has benefited from higher education mobility activities during the Erasmus+ period within the current education level, the total duration should not exceed 12 months with the new mobility.

### **IMPORTANT:**

In case of applying to several mobility types at the same time, the student will be asked to specify priority. For mobility types other than the priority, -10 points will be deducted from the Total Success Score (Language Score + Academic Achievement Level). (For example, the student applied to the 2021 Erasmus+ Internship Mobility, studying mobility, and consortium projects at the same time. In this case, -10 points will be deducted from the first mobility types, -20 from the second mobility type, and -30 from the third mobility type.) For this, the student will be deducted from the first mobility type. A petition stating your preference will be received.

### **QUOTAS:**

The quotas for Erasmus + “Small Steps, Big Results” for the 2021 Academic Year Internship Mobility will be equally distributed in line with the applications from the departments, according to the amount of grant allocated to our university. The total number of mobility envisaged with a grant is **10**.

### **GRANTS:**

- Monthly grant payments will be made to the selected students depending on the country group they go to. The minimum duration of internship mobility is 2 months and the internship period to be supported with a grant is maximum 2 months. If the amount of grant allocated to our institution is not sufficient for all students who apply, students who would like to participate in mobility can benefit from the mobility without grant if they meet the minimum criteria.
- 80% of the Erasmus grant is paid into the Euro account specified by the beneficiary in the contract signed with the student who will benefit from the internship mobility before the departure and the remaining 20% after returning and completing the procedures.
- The European Commission contributes in particular to additional costs, including guidance,

welcoming, physical access, pedagogical and technical support for students and staff with physical, mental or health-related conditions who are unable to participate in the mobility without extra grant support.

- If the mobility period is less than 2 months, no grant payment can be made for the mobility and if it was made before, the refund of the grant given this period is taken back. The student is reported as a non-granted student and cannot benefit from the Erasmus program.
  - If the students return early from the planned mobility activity period due to force majeure (such as health reasons, natural disasters), the amount of the grant is left with the student for the duration of the student's stay abroad, and the refund of the extra grant is requested.
- **“Force Majeure”** means preventing any of the sides from fulfilling any of their contractual obligations; any exceptional situation or event beyond the control of the sides (parties) that is not caused by the error or negligence of the parties, their subcontractors, affiliates or third parties involved in the application and which is unavoidable and unpredictable despite all care and attention. *Failure to provide a service, defects in equipment or materials, or their failure to produce in a timely manner may not be alleged as force majeure unless they are directly caused by force majeure and also by labor disputes, strikes or financial difficulties.*

### **GRANT AMOUNTS:**

The amount of grant to be given to students who will participate in internship mobility has been determined by the National Agency as follows, taking into account the living standards of the countries.

<b>The Group of the countries according to the cost of living</b>	<b>Hosted Countries for Mobility</b>	<b>Monthly Grant Internship (€)</b>
1st and 2nd Group Countries	United Kingdom, Denmark, Finland, Ireland, Sweden, Iceland, Liechtenstein, Luxembourg, Norway, Germany, Austria, Belgium, France, South Cyprus, Netherlands, Spain, Italy, Malta, Portugal, Greece	600
3rd Group Countries	Bulgaria, the Czech Republic, Estonia, Croatia, Latvia, Lithuania, Hungary, Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia	400