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***2023 KA-171 PROJECT ERASMUS+ STUDY  
MOBILITY APPLICATION GUIDE***

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ISTANBUL GELISIM UNIVERSITY

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**2023-1-TR01-KA171-HED-000164429 ERASMUS+ KA-171 PROJECT STUDY  
MOBILITY APPLICATIONS**

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**APPLICATION DATES**

“2023-1-TR01-KA171-HED-000164429” KA-171 Project Erasmus+ Study Mobility applications for students who wish to benefit from Erasmus+ Study Mobility will be accepted from **February 19 to March 10, 2025**, through the e-Government Turna Portal system (<https://turnaportal.ua.gov.tr/> ).

**FOREIGN LANGUAGE CERTIFICATE**

**Foreign Language Certificate:** Erasmus+ Foreign Language Exam will be held between 18 - 20 March 2025 by Istanbul Gelisim University Foreign Languages School. The written part of the exam will be held on 18 March 2025. The speaking part of the exam will be held on 20 March 2025. Exam times will be announced on the IGU School of Foreign Languages website. Students who score 19 points or less on the written exam will not be assigned for speaking exam. Do not forget to take your student cards with you when you take the exam.

The exam consists of 2 parts: The test and speaking. The test section contains multiple-choice questions in 3 parts: grammar, vocabulary, and reading. Students are required to take the speaking test after the Testsection. If both parts (test and speaking) are not completed, your exam will be invalid.

You can access sample exam questions from the link <https://ydyo.gelisim.edu.tr/tr/akademik-icerik-ornek-sinavlar>. In order to be successful in the Erasmus+ Foreign Language exam, you must have at least 60 points from the relevant exam. Students who declare that they will take the Foreign Language Exam but do not take it will be deducted -5 points in their next application.

NOTE: YDS, YÖKDİL, and international exams accepted as equivalent by ÖSYM are also accepted. During the application, you will need to upload documents proving that you have obtained at least 60 out of 100 from the relevant exams. Students who upload the relevant document will be exempt from the Erasmus+ Foreign Language Exam. For details about the exam, you should follow the IGU Foreign Languages Web Page (<https://ydyo.gelisim.edu.tr/tr/akademik-anapage>).

*To be eligible for Erasmus Education mobility, a minimum score of 60 points in the Erasmus+ Foreign Language Exam is required for the application.*

**Important Points:**

\*Students from the departments specified in the table below are eligible to apply for KA-171 Erasmus+ Study Mobility.

COUNTRY	UNIVERSITY	FACULTY/INSTITUTE	DEPARTMENT	QUOTA
Azerbaijan	Azerbaijan State University of Economics	Institute of Social Sciences	Economics and Finance (Doctorate)	1
	Western Caspian University	Institute of Social Sciences	Political Science and International Relations (Doctorate) Economics and Finance (Doctorate)	
Albania	Luarasi University	Faculty of Economics, Administrative and Social Sciences	Economics and Finance, Business Administration	2
		Faculty of Dentistry	Dentistry	
		Faculty of Health Sciences	Child Development	
	Agricultural University of Tirana	Faculty of Economics, Administrative and Social Sciences	Economics and Finance, Business Administration	
	University of Tirana	Faculty of Economics, Administrative and Social Sciences	Economics and Finance, English Language and Literature, Business Administration, Political Science and International Relations, Political Science and Public Administration, Sociology, Tourism Guidance	
		Institute of Social Sciences	Economics and Finance (Doctorate)	
Bosnia and Herzegovina	International University of Sarajevo	Faculty of Engineering and Architecture	Architecture, Electrical and Electronics Engineering	2
		Faculty of Economics, Administrative and Social Sciences	Economics and Finance, Business Administration, Political Science and International Relations, Political Science and Public Administration, English Language and Literature, Psychology	

Georgia	Ivane Javakhishvili Tbilisi State University	Institute of Social Sciences	Economics and Finance (Doctorate)	2
Kosovo	Universum International College	Faculty of Engineering and Architecture	Computer Engineering	2
		Faculty of Dentistry	Dentistry	
		Faculty of Health Sciences	Nursing	
		Faculty of Economics, Administrative and Social Sciences	English Language and Literature , Business Administration, Political Science and International Relations, Political Science and Public Administration	
USA	Wayne State University	Faculty of Economics, Administrative and Social Sciences	Political Science and International Relations, Political Science and Public Administration	2
		Institute of Social Sciences	Political Science and International Relations (Master, Doctorate) Political Science and Public Administration (Master)	

\* Within the framework of the **KA-171 Project Erasmus+ Study Mobility**, students who have been awarded grants are eligible to receive funding for a maximum of one academic term.

\***KA-171 Project Erasmus+ Study Mobility** can be held up to a total of 12 months at each level of education (first degree: associate degree, bachelor degree; second degree: Master's degree; third degree: doctorate, specialization in medicine). The total mobility period (study + internship) at each level **cannot exceed 12 months**.

### ***Who Can't Apply?***

1.Students **studying in** English Preparatory, Scientific Preparatory, Open and Distance Education Programs, **and programs other than** Economics and Finance (English-Turkish), Political Science International Relations (English-Turkish), Political Science and Public Administration, Tourism Guidance, Dentistry Child Development (English-Turkish), Business Administration (English-Turkish), Electrical and Electronics Engineering (English-Turkish), Sociology, Architecture (English-Turkish), Psychology (English-Turkish), Computer Engineering (English-Turkish), Nursing (English-Turkish), English Language and Literature **cannot apply for KA-171 Project Erasmus+ Study Mobility.**

2. Students of English Preparatory, Scientific Preparation, Open, and Distance Education Programs, and special students can not apply for Erasmus+ Study and Internship Mobility.

3. Final-year students can not apply for Erasmus+ Study Mobility.

4. Students can not apply from the minor program.
5. Students who continue their education at our University with any exchange program cannot apply.
6. Graduate students can not apply for study mobility.
7. Students enrolled in doctoral programs can not benefit from exchange programs at the following stages:
  - a) For doctoral students who have not taken the doctoral qualifying exam, in the last semester for which the doctoral qualifying exam must be taken,
  - b) In the last semester in which the thesis proposal defense must be entered,
  - c) If there is a term restriction that will prevent "at least 3 successful thesis follow-up periods" among the doctoral graduation requirements,
  - d) In the last semester of the maximum duration of the program.
8. Students enrolled in Master's programs with thesis cannot benefit from exchange programs at the following stages:
  - a) In the thesis stage and in the period when they are entitled to take their thesis defense,
  - b) In the last semester of the maximum duration of the program
9. Non-Thesis Master's Students can not benefit from Erasmus+ Study Mobility.

Students who continue their education at our University through any exchange program **cannot apply**.

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### ***KA-171 Project Erasmus+ Study Mobility Application Requirements***

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- 1- Within the scope of the higher education institution, the student; must be an active student enrolled in the above-mentioned departments
- 2- To have an academic grade point average (2.20/4.00)
- 3- To have a sufficient number of<sup>1</sup> ECTS credits for study mobility,
- 4- The total duration of mobility that will benefit from the higher education mobility activities during the Erasmus+ and Lifelong Learning (LLP) period within the current education level cannot exceed 12 months.

*Students who haven't met these criteria **cannot apply**. It doesn't prevent them from taking part in KA-171 Project Study Mobility if the students have failed courses.*

<sup>1</sup>According to the ECTS Guide of the European Commission, the sufficient number of credits is 60 ECTS credits for one academic year. If the completion of 30 ECTS credits for one semester is not fulfilled by the partner institution, even if you have gained eligibility, you cannot participate in the mobility.

<sup>2</sup> Participation in similar programs under Mevlana, TÜBİTAK, and the Presidency for Turks Abroad and Related Communities is not included.

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### **KA-171 Project Erasmus+ Study Mobility Application Particular Points**

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The application period for the KA-171 Project Erasmus+ Learning Mobility will be open from **February 19th to March 10th, 2025.**

Even if eligibility is achieved, mobility cannot be utilized if **30 ECTS** credits cannot be matched with courses at the partner institution. There should be a sufficient number of ECTS credits for study mobility, and for graduate and doctoral students who are in a thesis period without a course load, such as transitioning to the thesis phase, a learning agreement can be arranged based on a workload that does not necessarily consist of 30 ECTS credits in an academic semester

### IMPORTANT NOTE:

#### ATTENTION!

**If you qualify for mobility within the scope of the KA-171 Project Study Mobility Applications, you will be able to carry out your mobility during the 2025/2026 Academic Year in either the Fall or Spring semesters.**

### Evaluation Criteria

It will be taken into consideration 50% of the English Language Score and 50% of the General Weighted Grade Point Average (GPA). The sum of these points constitutes the final score (Erasmus+ Score).

According to the evaluation criteria specified below, for a student to be considered successful in the KA-171 Project Erasmus+ Learning Mobility, the final score (Erasmus+ Score) must be a minimum of 60 points. *The selection criteria and weighted scores to be used in the evaluation of applications are as follows:*

Standard	Weighted Score
Academic achievements level (GPA)	%50 (over 100 hundred scores)
Language Level	%50 (Over 100 hundred scores)
Martyr and Veteran Children (only applied for participants who are citizens of the Republic of Türkiye)	+15 score*
Disabled students (provided that the disability is documented)	+10 score
The students who have decided to protect, care or shelter under the Social Services Law No. 2828	+10 score**
They or their first-degree relatives who receive disaster assistance from AFAD	+10 score
Benefit before (with or without grant)	-10 score
Participating in mobility in the country of citizenship	-10 score
The student who has given up to participate in Erasmus Mobility the previous year without a valid reason although s/he was qualified.	-10 score

Apply to both mobility programs at the same time (a reduction is applied to the student's preferred mobility)	-10 score
For students selected for mobility: to attend meetings/training related to mobility organized by the higher education institution without excuse (applied if the student reappears to Erasmus)	

Declaring that he will take the language exam without an excuse (if the student re-applies to Erasmus)

-5 score

\*According to Article 21 of the Anti-Terrorism Law dated 12/4/1991 and numbered 3713, as well as the combat veterans and their spouses and children, as the wives and children of the war martyrs, were obliged to perform these duties even if they were performing their duties at home and abroad. The coup attempt and terrorist action carried out on 15 July 2016 and the continuation of this action by Article 7 of the Decree-Law No. 667 of 23 July 2016 and the spouse and children of those who were injured, became disabled, died, or killed in connection with terrorist acts due to terrorist acts. spouses and children of disabled persons or civilians with disabilities due to actions and their spouses and children are prioritized if they apply for Erasmus + student mobility.

\*\* To prioritize, the student must submit a letter from the Ministry of Family and Social Policies regarding the protection, care or shelter by Law No. 2828 during the application period.

## Quotas

COUNTRY	UNIVERSITY	FACULTY/INSTITUTE	DEPARTMENT	QUOTA
Azerbaijan	Azerbaijan State University of Economics	Institute of Social Sciences	Economics and Finance (Doctorate)	1
	Western Caspian University	Institute of Social Sciences	Political Science and International Relations (Doctorate) Economics and Finance (Doctorate)	
Albania	Luarasi University	Faculty of Economics, Administrative and Social Sciences	Economics and Finance, Business Administration	2
		Faculty of Dentistry	Dentistry	
		Faculty of Health Sciences	Child Development	
	Agricultural University of Tirana	Faculty of Economics, Administrative and Social Sciences	Economics and Finance, Business Administration	

	University of Tirana	Faculty of Economics, Administrative and Social Sciences	Economics and Finance, English Language and Literature, Business Administration, Political Science and International Relations, Political Science and Public Administration, Sociology, Tourism Guidance	
		Institute of Social Sciences	Economics and Finance (Doctorate)	
Bosnia and Herzegovina	International University of Sarajevo	Faculty of Engineering and Architecture	Architecture, Electrical and Electronics Engineering	2
		Faculty of Economics, Administrative and Social Sciences	Economics and Finance, Business Administration, Political Science and International Relations, Political Science and Public Administration, English Language and Literature, Psychology	
Georgia	Ivane Javakhishvili Tbilisi State University	Institute of Social Sciences	Economics and Finance (Doctorate)	2
Kosovo	Universum International College	Faculty of Engineering and Architecture	Computer Engineering	2
		Faculty of Dentistry	Dentistry	
		Faculty of Health Sciences	Nursing	

		Faculty of Economics, Administrative and Social Sciences	English Language and Literature , Business Administration, Political Science and International Relations, Political Science and Public Administration	
USA	Wayne State University	Faculty of Economics, Administrative and Social Sciences	Political Science and International Relations, Political Science and Public Administration	2
		Institute of Social Sciences	Political Science and International Relations (Master, Doctorate) Political Science and Public Administration (Master)	

### Monthly Grant Amount and Travel Grant

Grants are provided to assist students with additional expenses incurred during their activities abroad. It's important to note that the grants are not intended to cover all expenses related to the activity but rather serve as a contribution. In addition to the grant amounts, a travel grant calculated on a per-kilometer basis will be provided to students within the scope of the KA-171 Project Erasmus Learning Mobility. Students have the option to waive financial support if they choose to do so.

<b>Sending Institution/Country</b>	<b>Receiving Institution/ Country</b>	<b>Monthly Grant Amount  (Euro)</b>	<b>Travel Support Total Grant Amount  (Euro)</b>	<b>Green Travel Support Grant Amount (Euro)</b>
Istanbul Gelisim University/ Türkiye	Azerbaijan State University of Economics - Western Caspian University / Azerbaijan	700	275	320
	Luarasi University - Agricultural University of Tirana - University of Tirana / Albania	700	275	320

International University of Sarajevo / Bosnia and Herzegovina	700	275	320
Ivane Javakhishvili Tbilisi State University / Georgia	700	275	320
Universum International College / Kosovo	700	275	320
Wayne State University / USD	700	1500	-

### Additional Grant Support for Student/New Graduate Mobility

Additional Grant Support may be provided to participants with limited opportunities, in addition to the grant they deserve. Participants with limited opportunities are defined as individuals falling into the following subcategories:

- 1) Those subject to Law No. 2828 (Individuals with protection, care, or accommodation decisions under Law No. 2828 by the Ministry of Family and Social Services)
- 2) Students with protection, care, and accommodation decisions under the Child Protection Law No. 5395
- 3) Individuals who do not have other parental income but receive an orphan's allowance
- 4) Children of martyrs/veterans (Only for participants who are citizens of the Republic of Türkiye)
- 5) Individuals or their families receiving financial aid from municipalities, public institutions, and organizations (Ministries, Social Solidarity, and Assistance Foundations, General Directorate of Foundations, Red Crescent, AFAD, etc., during the Erasmus application, proving that they received financial support at the time of the application is sufficient.)
- 6) Disabled individuals (Individuals documented with a disability health board report indicating a minimum of 50% disability rate, as per the "Regulation on Disability Assessment for Adults" published in the Official Gazette on February 20, 2019)
- 7) Students receiving a monthly allowance under Law No. 2022, dated July 1, 1976, which covers disabled or needy students under the age of 65, and needy, weak, and orphaned Turkish citizens over the age of 65 (<https://www.mevzuat.gov.tr/MevzuatMetin/1.5.2022.pdf>)
- 8) Those whom themselves or their first-degree relatives receive aid from AFAD.

Qualified students falling into the above categories, upon request and documentation of their situations, may be eligible for Additional Grant Support in the following amounts based on the type of mobility:

Type of Mobility	Additional Grant Support Amount
Student Mobility between 2-12 months	€250 per month
Short-Term Student Mobility between 5-14 days	Additional €100 on top of the daily allowance
Short-Term Student Mobility between 15-30 days	Additional €150 on top of the daily allowance

## Green Travel Support for Students/New Graduates

For students/new graduates who opt for green travel, in addition to the green travel support amount, individual support grants of up to 4 days may be provided. In order to receive green travel support, green travel must be used on departure and return and more than half of the entire journey must be made using green vehicles.

## Erasmus+ Program Inclusion Support

*The Erasmus+ Program encourages the participation of individuals with special needs. A person with special needs is a potential participant whose personal physical, mental, or health condition, in the absence of additional financial support, would hinder their participation in the project/mobility activity. Additional grants may be provided within the Erasmus+ project to support the effective involvement of disabled students in educational fields. For detailed information, please contact the International Exchange and Cooperation Office.*

## Considerations in the Application Process for KA-171 Project Erasmus+ Learning Mobility

*\*KA-171 Project Erasmus+ Study Mobility applications will be accepted between January 22nd to February 19th, 2024. Applications will not be considered after the specified dates."*

*\*In academic matters, students should contact Erasmus Department Coordinators for all questions related to the Erasmus program.*

*\*For technical issues related to applications, you can send an email to [erasmus@gelisim.edu.tr](mailto:erasmus@gelisim.edu.tr). Students who submit incorrect or incomplete applications do not have the right to modify their applications. Therefore, it is important to be careful when applying.*

*\* For students who are selected but decide not to participate in Erasmus mobility, a waiver notification period will be provided. If no waiver notification is made within this period, a deduction of -10 points will be applied to the student's subsequent Erasmus mobility applications.*

## Erasmus+ Department Coordinators List

Computer Engineering	Asst. Prof. Zeinab Hassanzadeh	<a href="mailto:zhassanzadeh@gelisim.edu.tr">zhassanzadeh@gelisim.edu.tr</a>
Electrical and Electronics Engineering	Asst. Prof. Yusuf Gürçan Şahin	<a href="mailto:ygsahin@gelisim.edu.tr">ygsahin@gelisim.edu.tr</a>
English Language and Literature	Res. Asst. Ercan Tugay AKI	<a href="mailto:etaki@gelisim.edu.tr">etaki@gelisim.edu.tr</a>
Psychology (Turkish – English)	Res. Asst. Mert Kuşluvan	<a href="mailto:mkuşluvan@gelisim.edu.tr">mkuşluvan@gelisim.edu.tr</a>
Nursing (Turkish – English)	Res. Asst. Dilara Cengizli	<a href="mailto:dcengizli@gelisim.edu.tr">dcengizli@gelisim.edu.tr</a>
Dentistry	Asst. Prof. Serap Karakış Akcan	<a href="mailto:skarakis@gelisim.edu.tr">skarakis@gelisim.edu.tr</a>
Business Administration (Turkish – English)	Res. Asst. Cansu TÜRKER	<a href="mailto:cturker@gelisim.edu.tr">cturker@gelisim.edu.tr</a>
Architecture (Turkish – English)	Asst. Prof. Ömer Saatçioğlu	<a href="mailto:nosaatcioglu@gelisim.edu.tr">nosaatcioglu@gelisim.edu.tr</a>
Political Sciences and Public Administration	Res. Asst. Bahri Mert DEMİR	<a href="mailto:bmdemir@gelisim.edu.tr">bmdemir@gelisim.edu.tr</a>
Political Sciences and Public Administration (Master) (English)	Res. Asst. Tünay Aras	<a href="mailto:taras@gelisim.edu.tr">taras@gelisim.edu.tr</a>

Political Sciences and Public Administration (Master) (Turkish)	Res. Asst. Bahri Mert DEMİR	<a href="mailto:bmdemir@gelisim.edu.tr">bmdemir@gelisim.edu.tr</a>
Economics and Finance (Turkish – English)	Res. Asst. Tayyibe Karagöz	<a href="mailto:tkaragoz@gelisim.edu.tr">tkaragoz@gelisim.edu.tr</a>
Economics and Finance (Doctorate) (Turkish – English)	Asst. Prof. Mehmet BENTÜRK	<a href="mailto:mbenturk@gelisim.edu.tr">mbenturk@gelisim.edu.tr</a>
Political Sciences and International Relations (Turkish – English)	Res. Asst. Güçlü KÖSE	<a href="mailto:gkose@gelisim.edu.tr">gkose@gelisim.edu.tr</a>
Political Sciences and International Relations (Master, Doctorate) (Turkish – English)	Res. Asst. Elif Şahin	<a href="mailto:esahin@gelisim.edu.tr">esahin@gelisim.edu.tr</a>
Tourism Guidance	Res. Asst. Kartal Doğukan Çıki	<a href="mailto:kdciki@gelisim.edu.tr">kdciki@gelisim.edu.tr</a>
Child Development (Turkish – English)	Res. Asst. Hatice Zelal BİNGÖL	<a href="mailto:hzbngol@gelisim.edu.tr">hzbngol@gelisim.edu.tr</a>
Sociology	Res. Asst. Aysun Körlü TOPAN	<a href="mailto:akorlu@gelisim.edu.tr">akorlu@gelisim.edu.tr</a>