



ERASMUS+

Proposal Template

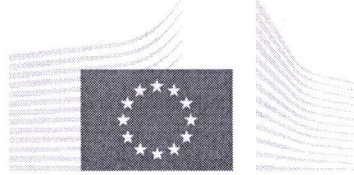
**Administrative Forms (Part A)
Project Technical Description (Part B)**

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

**Version 1.1
4 March 2020**





ERASMUS+

PROPOSAL (PART B)

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

IMPORTANT NOTICE

Applications must be submitted via the Funding & Tenders Portal Submission Service before the call deadline.

Applicants must use this template for their applications (designed to highlight important aspects and facilitate the assessment against the evaluation criteria).

Character and page limits:

- page limit **20** pages
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 8 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are not a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your proposal.

⚠ If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. After you have submitted it, any excess pages will be made invisible and thus disregarded by the evaluators.

⚠ Please do NOT delete any instructions in the document. The overall page-limit has been raised to ensure equal treatment of all applicants.

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	11.02.2020	Initial version
1.1	04.03.2020	Changes in page 10, 1st box after the Erasmus Policy Declaration

COVER PAGE

Part B of the proposal must be filled out by the participants in WORD, assembled and uploaded as PDF in the Funding & Tenders Portal Submission System. The template to use is available there.

Note: *Please take due account of the objectives and Charter's principles to be awarded with the Charter under the call (see Call document). Pay particular attention to the award criteria; they explain how the proposal will be evaluated.*

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COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES

Declaration

I, undersigned, declare that if my institution is awarded with an Erasmus Charter for Higher Education, my institution will undertake to:

- Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.
- Ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.
- Ensure full automatic recognition of all credits (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.
- Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.
- Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.
- Implement the priorities of the Programme:
 - By undertaking the necessary steps to implement digital mobility management in line with the technical standards of the European Student Card Initiative.
 - By promoting environmentally friendly practices in all activities related to the Programme.
 - By encouraging the participation of individuals with fewer opportunities in the Programme.
 - By promoting civic engagement and encouraging students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

WHEN PARTICIPATING IN MOBILITY ACTIVITIES

Before mobility

- Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.
- Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.
- Carry out mobility for the purpose of studying and teaching only within the framework of prior agreements between institutions. These agreements establish the respective

roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception, support and integration of mobile participants.

- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.
- Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide active support to incoming mobile participants throughout the process of finding accommodation.
- Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.
- Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants.
- Ensure that students are aware of their rights and obligations as defined in the Erasmus Student Charter.

During mobility

- Ensure equal academic treatment and the quality of services for incoming students.
- Promote measures that ensure the safety of outgoing and incoming mobile participants.
- Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.
- Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility.
- Provide appropriate language support to incoming mobile participants.

After mobility

- Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.
- Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).
- Encourage and support mobile participants upon return to act as ambassadors of the

programme, promote the benefits of mobility and actively engage in building alumni communities.

- Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS

- Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.
- Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.
- Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.
- Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

FOR THE PURPOSES OF IMPLEMENTATION AND MONITORING

- Ensure that the long-term institutional strategy and its relevance to the objectives and priorities of the Programme are described in the Erasmus Policy Statement.
- Ensure that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.
- Make use of the "ECHE guidelines" and of the "ECHE self-assessment" to ensure the full implementation of the principles of this Charter.
- Regularly promote activities supported by the Programme, along with their results.
- Display this Charter and the related Erasmus Policy Statement prominently on the Institution's website and on all other relevant channels.

On behalf of the Institution, I acknowledge that the implementation of the Charter will be monitored by the Erasmus National Agencies and that a violation of the above principles and commitments may lead to its withdrawal by the European Commission.

On behalf of the institution, I commit to publishing the Erasmus Policy Statement on the institution website.

Legal representative of the institution

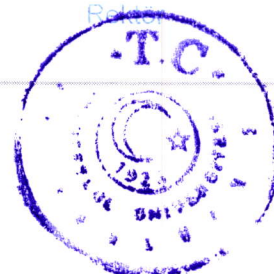
Signature of the legal representative



20/05/2020, İzmir

Prof. Dr. Nükhet HOTAR

Bekor



In the following sections of the application form, you will need to explain how your institution will fulfil the ECHE principles if the Charter is awarded. You are encouraged to consult the [ECHE Guidelines](#) for support in completing this application.

Please note that your Erasmus+ National Agency will monitor your Erasmus Policy Statement and your answers to the questions given in the application. The Erasmus+ National Agency reserves the right to request more information on your activities and propose supplementary measures, for the purposes of monitoring and implementing the Charter principles by your institution.

1. ERASMUS POLICY STATEMENT (EPS)

1.1 Erasmus activities included in your EPS

In this section, you need to tick the Erasmus activities covered by your Erasmus Policy Statement. Please select those activities that your HEI intends to implement during the entire duration of the Programme.

Erasmus Key Action 1 (KA1) - Learning mobility:

The mobility of higher education students and staff ✓

Erasmus Key Action 2 (KA2) - Cooperation among organisations and institutions:

Partnerships for Cooperation and exchanges of practices ✓

Partnerships for Excellence – European Universities ✓

Partnerships for Excellence - Erasmus Mundus Joint Master Degrees ✓

Partnerships for Innovation ✓

Erasmus Key Action 3 (KA3):

Erasmus Key Action 3 (KA3) - Support to policy development and cooperation: ✓

1.2 Erasmus Policy statement (EPS): your strategy

Your Erasmus Policy Statement should reflect how you intended to implement Erasmus after the award of the ECHE. Should you wish to add additional activities in the future, you will need to amend your Erasmus Policy Statement and inform your Erasmus National Agency.

What would you like to achieve by participating in the Erasmus Programme? How does your participation in the Erasmus Programme fit into your institutional internationalisation and modernisation strategy?

(Please reflect on the objectives of your participation. Please explain how you expect the participation in Erasmus to contribute towards modernising your institution, as well as on the

goal of building a European Education Area¹ and explain the policy objectives you intend to pursue).

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Dokuz Eylül University (DEU) acknowledges the importance of education, research (including knowledge transfer) and innovation in the face of increasing global competition. The mission of DEU is to contribute to economic, cultural and social well-being of society through fostering quality, innovation and internationalization of education and research by enhanced transnational Cooperation between education and research institutions, business and other partner/stakeholders. The strategic plan of our university (2021-2025) adopts objectives dedicated to quality, innovation and internationalization expects to increase the number and quality of researchers and projects aiming;

- * To improve the curriculum of degree programs continuously by taking the requirements of globalization and modernization into consideration,

- * To create a learning environment favoring the improvement of the academic, social and cultural skills of the students as learners,

- * To develop and maintain an effective lifelong learning system, to improve the prestige and image of the EU at both national and international levels.

The DEU strategic plan has also adopted the goal of improving the effectiveness of social sustainability activities and community centered services within the scope of strengthening institutional capacity, improving interaction with stakeholders and improving social service quality. The planned Social Innovation Center will aim to improve the sustainability of social, economic and environmental resources by improving the capabilities of the society while responding to social needs better than existing solutions.

DEU aims to achieve its objectives by participating in three key actions determined by the EU. DEU supports students and staff mobility and encourages joint degree programs. The DEU establishes international strategic partnerships, knowledge alliances and participates into networks and take policy support measures.

DEU considers internationalisation not an end in itself but as a drive for improvement with the aim to infuse international perspective into its institutional culture. Internationalisation strategy of the DEU involves attracting researchers to DEU and preventing brain drain, increasing transnational mobility of both outgoing and incoming students. Through EU and non-EU collaboration agreements, internationalisation of the curriculum through adaptations in line with the Bologna process, diversifying teaching and research stuff. Strengthening research and knowledge production through strategic partnerships at both national and international level, establishing strong research groups by participating in international scientific networks and being part of the global academic community within which to benchmark and share good practices. DEU was selected one of the 20 pilot universities by Turkish Higher Education Council (YÖK) for the internationalisation strategy of the YÖK in 2018. The main aims of the international strategy of DEU is to increase the number of international students and academic staff mobility in DEU. Therefore, having ECHE will provide a big contribution to the internationalization strategy of DEU.

While choosing partners, DEU seeks to ensure active, long-term and sustainable networks and partnerships, which are in balance between academic interests and other factors such as geographical distribution or subject area and which produce results for mutual benefit. DEU chooses its partners according to the compatibility of curriculum, courses, credit system, collaboration opportunities for students and staff and demand from students, academic and administrative staff and linguistic criteria for nominated students, prospective partner institution's reputation and benefits, which would be brought to the DEU academic units

The DEU benefits largely from its geographical position as being at the crossroads of Europe, Asia, Africa and Middle East and has a geographical dispersed internationalisation strategy (covering both EU and non-EU countries). Erasmus program is a crucial aspect of international activity of the DEU with around 400 inter institutional agreements in 30 countries. Besides, Mevlana exchange program and Turkish scholarship program expand the geographical coverage of DEU's internationalisation to a great extent. Mevlana exchange program aims to enhance exchange of students and academic staff between the Turkish higher education institutions and higher education institutions all around the world. DEU also aimed to expand the number and diversity of its academic collaboration protocols from 74 to 100 in the upcoming 5 years within this framework. DEU also accepts more than 200 full-time international students within the framework of Turkish scholarship programs.

¹ For more information on the priorities of the European Education Area, such as recognition, digital skills, common values and inclusive education, please consult the following website:
https://ec.europa.eu/education/education-in-the-eu/european-education-area_en

A member of various academic networks, DEU prioritizes the goal of reaching out to overseas universities abroad as part of its internationalisation strategy. Study in İzmir is a platform, which unites nine universities in the city to collaborating with the aim of making İzmir an attractive hub for international students and researchers. Examples of other networks DEU takes part in are European University Association (EUA), Consortium of Institute of higher education in health and rehabilitation in Europe (COHERE), International Association of Maritime Universities (IAMU), European network for accreditation of engineering education (ENAE), International engineering alliance, BUSINET, and NICE Network. We have close cooperation with these distinguished groups and through these networks, the schools under DEU umbrella have the chance of sharing best practices, identifying problems and searching solutions to common problems.

The most important target groups of DEU's mobility activities are researchers living abroad, incoming/outgoing students (short cycle, first cycle, second cycle and third cycle), teaching and research staff. DEU aims to become an attraction point for international researchers and reverse the flow of brain drain and to enhance its international profile by developing joint degree and double degree programs. In this regard, DEU, offers double degree programs in Business Administration, Economics and International Relations programs with the University at Albany, State University of New York (SUNY), (USA) and Maritime Business Administration, Marine Transportation Engineering, Marine Engineering with Maine Maritime Academy (USA). One of our primary objectives is to increase double degree programs at both undergraduate and graduate levels.

DEU is also home to Dokuz Eylül Technology Development Zone (DEPARK) and Dokuz Eylül Technology Transfer Office (DETTO) which was established in 2014. An interface umbrella organization in DEU while keeping touch with all departments, DETTO is in the intersection of DEU, DEPARK and Industry/Society. DETTO aims to create awareness, support, and coordination. Main tasks are supporting research activities and projects done in university or/and with industry collaboration, managing university-industry relations, managing intellectual property rights process and creating and keeping alive an entrepreneurship eco-system. Besides, DETTO Project Management Unit is highly motivated to establish partnerships and organize international mobility projects through EU grants, especially through H2020 and Erasmus+.

In the light of all these, our main goal as DEU is to allow the young generation to benefit from the best education and training opportunities regardless of their socio-economic background and to ensure that their education is recognized through these programs. As a result, DEU is committed to train incoming European citizens with advanced language skills, students who are familiar with EU norms and values, who have basic qualifications for lifelong learning, digital skills, common values and inclusive education, and are connected to the European cultural heritage.

Please reflect on the Erasmus actions you would like to take part in and explain how they will be implemented in practice at your institution. Please explain how your institution's participation in these actions will contribute to achieving the objectives of your institutional strategy.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Dokuz Eylül University is actively taking part in implementing Erasmus+ and other projects as part of its Internationalization Strategy. DEU has implemented a vision with the aim of raising the project capacity of the university and thus working on both networking activities by taking part in international meetings and organizing joint educational and research activities. We care about improving the capacities and skills of young students and raising the capacity of international cooperation.

The International Relations Office (IRO) actively carries out KA103 and KA107 projects and is responsible for supporting and coordinating Erasmus+ Projects. Since 2008, KA103 Projects have been successfully carried out with 3182 outgoing, 1150 incoming students, 419 outgoing and 404 incoming staff with 397 signed agreements with partner universities until now. As part of DEU's Internationalization strategy, IRO strives for increasing international mobility of researchers, administrative staff and students, increasing the participation of researchers and students in international projects. Thus, it supports an integration of DEU into the European Research Area by creating projects with high-level value.

DEU also established a special unit, Project Office in DETTO, working together with the International Relations office in order to provide support for all its students and members and actively encouraging them to participate in all projects. The Project Management Unit is highly motivated to establish partnerships and organize international mobility projects through EU grants, especially through Erasmus+. The Project Management Unit pays great attention to topics such as promoting entrepreneurship among young people, encouraging young people to use their creativity and reflect their own ideas, raising awareness on personal responsibility in growing Europe, giving chance to disadvantaged youths and encouraging their mobility, improving their capacity and experiences, social and professional skills. The Project Office in DETTO has given support on project management, administration, reporting and financials of Erasmus+ projects since 2014.

For the last 3 years, DEU has coordinated one KA105, two KA203, one KA204 and one KA205 projects along with many KA103 projects. Details of the some projects in DEU as follows:

Our Faculty of Business is a member of BUSINET (www.buset.org.uk) and NICE Network (<http://nice-network.net>). We have close cooperation with business schools in Europe and through these networks, schools have the chance of

sharing best practices, identifying problems & seeking solutions to common problems. We are planning to work on the issues listed below :

- a. To measure the gained social competencies of outgoing exchange students in accordance with 21st century skills.
- b. To prepare a module that covers cross cultural competencies & multi-cultural competencies for the students, who cannot benefit from exchange programs, as an internationalisation at home activity.

All those activities are at the initial stage and it can be realised under the heading of Erasmus Key Action 2 : (KA2) - Cooperation among organisations and institutions and sub heading of Partnerships for Cooperation and Exchanges of Practices.

DEU has also an ongoing project under the Erasmus+ Jean Monnet network. The strategic aims of the Erasmus+ Jean Monnet network "Peace, War and the World in European Security challenges" (POWERS) led by Voronezh State University, Russian Federation (Ref. no. 599962-EPP-1-2018-1-RU-EPPJMO-NETWORK) include providing multilateral approach to responses to European security challenges, developing a common vision of European security threats and fostering policy dialogue and exchange of views on the political, geopolitical and religious issues. The main objectives of this project is to create a network (POWERS) of nine leading EU-oriented institutions, based in countries identified as key international players (EU, Middle East, Turkey, Russia); to facilitate space for a constructive dialogue about diverse visions of European security challenges; to generate modern understandings of international security beyond the state-of-the-art by applying multi-disciplinary approach.

Short term outcomes expected from the project include an open online platform "Peace, War and the World in European Security challenges", four conferences, working papers of seven workshops, vision paper on "International security threat perceptions by EU Member States, Middle East and Russia", two books on "Europe and the migration of the Christian communities from the Middle East", "The Secure World in perspectives of EU, Middle East, Turkey and Russia", two advanced international summer schools, series of guest lectures and four new teaching modules on European security.

POWERS Network includes the following partners: Voronezh State University (Russia), University of Goettingen (Germany), Sciences Po Bordeaux (France), University of Seville (Spain), Kore University of Enna (Italy), Dokuz Eylul University (Turkey), Center for Strategic Studies (CSS) - University of Jordan (Jordan), Kuban State University (Russia), Perm State National Research University (Russia).

Our university also aims to realize the mission of increasing the economic, cultural and social wealth of humanity without any discrimination in the fields of research, education and community service. It is our greatest desire to continue Erasmus actions, one of our greatest supports in achieving these goals, over the next 7 years.

What is the envisaged impact of your participation in the Erasmus+ Programme on your institution?

Please reflect on targets, as well as qualitative and quantitative indicators in monitoring this impact (such as mobility targets for student/staff mobility, quality of the implementation, support for participants on mobility, increased involvement in cooperation projects (under the KA2 action), sustainability/long-term impact of projects etc.) You are encouraged to offer an indicative timeline for achieving the targets related to the Erasmus+ actions.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

DEU is one of the pilot universities in Turkey for the internationalisation strategy of Turkish Higher Education Council. (YÖK). Expectations from these pilot universities, which are determined according to their regional and academic potentials in the field of internationalization, are to research and share information effectively. According to the rules in the international arena, to ensure intercultural interaction and to get sufficient share from internationalization in higher education, which has reached an important resource point in the global economy. In this context, serious revisions and reforms in the field of internationalization were needed in the strategic plans of pilot universities selected by YÖK. DEU Internationalization Strategies have been prepared by taking into consideration the "Internationalization Strategy Document in Higher Education (2018-2022)". There are objectives and targets set by YÖK that these pilot universities including DEU are expected to achieve. The main objectives of our institution are the transformation of DEU as an attraction center for higher education and increasing the institutional capacity of internationalization. There are also well-defined targets under these objectives. The targets for the first objective are to increase the number of international students and instructors in DEU, invitation of Turkish Researchers who hold their Ph.Ds. in developed countries, increasing participation in the exchange programmes by using not only for Erasmus+ programmes but also by using both national and international programmes such as Mevlana and Farabi, participation in the international fairs to increase the visibility of DEU, increasing the number of Memorandum of Understanding not only with programme countries but also with the rest of the world, increasing the English proficiency of our instructors and researchers, and participation in the multi-national consortiums.

DEU has efficiently been applying Key Action 1 "Learning Mobility": The mobility of higher education students and staff for a long time with the experienced and talented staff in IRO at DEU. In the new period, Key action 1 will be immediately applied as soon as ECHE will be delivered by DEU. DEU has also experience on the actions related to Key Action 2 (Cooperation among organisations and institutions": Partnerships for Cooperation and exchanges of practices; Partnerships for Excellence – European Universities; Partnerships for Excellence – Erasmus Mundus Joint Masters Degrees; Partnerships for Innovation). Key Action 3 (Support to policy development and cooperation networks and policy support measures) will also be of great importance for the internationalisation strategies of DEU. However, during 2021-2027 period, more energy will be given in these areas. Planned meetings with the invited-expert speakers from all around Europe will be organised in different campuses of DEU. Focused groups consisting of not only academicians but also all components of DEU will be created and sustainable development of the projects from these focused groups will be coordinated. Due to COVID-19 outbreak, all components of DEU has gained extensive experience on the distance learning methods. Instead of organising face-to-face meetings in the case of possible continuation of COVID-19 or similar outbreaks, DEU will be able to immediately organise "online" meetings by using their own servers. COVID-19 has given important lessons to all academicians, researchers and students in terms of use and application of distance learning methods. DEU will use all her power to realise all expectations by EU.

We are committed to begin using Online Interinstitutional Agreements and Online Learning Agreements by 2021, sending and receiving online nomination and acceptance by 2022 and exchanging transcripts by 2023 in accordance with the calendar set for turning European Student Card Initiative into a real gain in European Education for our students' lives by 2025.

Obtaining ECHE for the period of 2021-2027 will provide important contributions for the realisations of these clear targets.

DEU has different departments to realise these clear targets. One of the units with a high-capacity for internationalisation is DEU Technology Area (DEPARK). Dokuz Eylül Technology Transfer Office (DETTO), which has been part of DEU since 2013, provides support / services to our students, researchers and industry in the process from "Idea to Market". DETTO promotes value-added products / services, innovation (innovation) and competitiveness at different levels and depths, primarily in TÜBİTAK, by developing University-Industry R&D cooperation at regional, national and international level, especially in İzmir. It is the developer of Replication and Innovation Transfer Ecosystem. DETTO strives to produce knowledge and innovation and transform it into commercializable technological products and services for the benefit of society, establish an effective University-Industry cooperation mechanism and ensure its sustainability, and provide resources and infrastructure to the university in the fields of R&D, innovation, entrepreneurship and commercialization. 3 people in DETTO will be responsible to help the researchers for Erasmus+ projects (except KA103). They regularly send emails to inform all components of DEU about the announcements and news from the programme web page. The researchers and students can request appointments to develop their ideas in this unit. More contribution will be provided to the DEU ecosystem by DETTO in the period of 2021-2027.

For a sustainable development, the statistics related to the internationalisation strategies of DEU will be evaluated by the administration of the university.

The data obtained from the comprehensive EU questionnaire, which is expected to be filled by the Erasmus mobility participants, are carefully evaluated and followed by necessary improvements.

2. IMPLEMENTATION OF THE FUNDAMENTAL PRINCIPLES

2.1 Implementation of the new principles

Please explain the measures taken in your institution to respect the principles of non-discrimination, transparency and inclusion of students and staff. Describe how your institution ensures full and equitable access to participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.

Dokuz Eylul University carries out scientific research, publication and consultancy, using her own specialist power and material resources rationally, efficiently and economically, based on contemporary education and training principles in accordance with the main principles and objectives of Higher Education institutions since July 20, 1982. DEU meets the needs of the society and the development plans at various levels training human resources in the needed branches and numbers, dealing with the problems regarding scientific, cultural, social and economic development and cooperating with other organizations, and examinations and research that is requested by public and private organizations, and sharing ideas and making suggestions for the benefit of the society.

Our university, with its transparent and equitable management approach as its vision, translates its activities carried out by academic and administrative units through various channels (official websites of all units, weekly-monthly magazines, official e-mail channels and all other communication resources) to its internal and external stakeholders.

Our university delivers its achievements that it acquires by responding to national and international developments through providing access to stakeholders / participants at all levels in coordination with official central units such as Quality and Excellence Research and Application Center, Family Research and Application Center, Women's Rights and Problems Application Center, Mobbing Unit etc.

In order to become a leading university in education, science, culture, art and technology, we carry out the scientific studies and administrative processes with the awareness that the best internal and external activities can only be achieved with the students and staff. We make sure that "skill gates", "student community activities", "Free health services" continue meeting the needs of every student and staff.

All decisions taken in weekly and monthly meetings within the scope of transparent and accountable management approach are delivered to all stakeholders on our website.

Our University, holder of many policy certificates such as Gender Discrimination, Violence and Sexual Abuse Policy Document, Disabled Student Special Aptitude Examination Directive, continues its education activities without any discrimination. It continues to develop and implement hardware and software technologies for individuals with special needs within its own means and resources. In addition, our university attaches importance to University-Industry, University-State collaborations for the benefit of individuals and society. In this direction, our academicians provide support with their social responsibility and scientific projects.

Our university continues to provide services from open access to effective use of systems and resources with its core values as rationality, scientificity, creativity, care, cooperation, courage, tolerance, fairness, entrepreneurship and innovation. With more than 66,000 students and nearly 8,000 staff, it continues to work with the principle of maximizing its strategic goals and objectives, with the active participation of all the dynamics of the University accessible to all stakeholders. Candidates who want to study abroad in our university can have this opportunity at the short cycle/ undergraduate level with DEYOS exam, which is also part of the scope of Internationalization. The number of foreign graduates currently benefiting from this opportunity with DEYÖS is 863. It is expected that the international atmosphere which will be created by the students from different countries that meet the relevant conditions and the cultural atmosphere of intercultural diversity. İzmir where DEU is located is considered as home to great ancient thinkers such as Homer, Xenophanes, Heraclitus and Anaxagoras as well as the home to many intellectuals and artists of modern times.

Please explain what measures your institution will put in place to implement the European Student Card Initiative, and promote the use of the programme's Erasmus+ mobile App to students. Please refer to the timeline indicated on the European Student Card Initiative website².

As Dokuz Eylul University, we have been following up the efforts to create a European Education Area and as a part of it, we attended both national and international seminars to have a better understanding of the digitalisation process ahead. Within the context of the roadmap envisaged for digitalisation, as a first step, our University's IT department has recently completed a new (in-house) system for Erasmus procedures and interactions including different stages like application, selection and mobility management. The system is of great importance to us as it will be open to improvement by our own IT department continuously and it can be integrated into and communicate with the modules brought up with Erasmus Without Paper (EWP) network. Our IT department is also informed about the Open Source University Alliance (OSUA), which is an open repository of source code and software that can be utilized for system

² https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

integration purposes. The system that we have started to use for the first time in 2020, has already proved that it is of great use, as all our students could complete their Erasmus applications through this channel and easily have access to our University's main information system (DEBIS) without having to visit our International Office for submitting their application documents. The newly-designed system by our strong IT team retrieves the students' personal info and details such as GPA from the university's main database and can conduct the necessary controls in order to monitor the previous participation of applicants in connection with the reports provided by the Mobility Tool. The roadmap for expanding the benefits of the new system through creating various interfaces has already been drawn up and the system will allow us to monitor different transactions such as payments to the participants and automatically generating the documents that the participants need and so on.

We are aware of the importance of the steps to be taken for digitalisation and make "European Student Card" a reality. We have not started to sign Online Inter-institutional Agreements and Online Learning Agreements yet. We believe it is essential that the majority of partner universities and stakeholders should adopt and actively use the facilities presented through "Erasmus Going Digital" process, by completing the necessary preparation for it in cooperation with each other and the authorities. We also put emphasis on the necessity of informing the Erasmus departmental coordinators and related staff in our University about the digital improvements like Online Learning Agreement and we organize general meetings and face-to-face visits for our coordinators to help them get acquainted with the upcoming digital facilities that will allow us complete nomination, Learning Agreement preparation and recognition procedures in a much more practical way. We also hold introductory meetings for our students and we inform them about how they can benefit from the Erasmus+ App in order to learn about the partner university they will study under Erasmus Programme, the city they will live in and nearby ESN (Erasmus Student Network) events etc. and how to use the Erasmus+ App for the purpose of completing and tracing their Erasmus nomination and Online Learning Agreement procedures in the near future.

As digitalisation through the use of Erasmus Without Paper (EWP) network envisages a modular approach, we plan to start managing Online Interinstitutional Agreements and Online Learning Agreements in 2021, in accordance with the calendar set. These two components of EWP will be followed by sending and receiving online nomination and acceptance by 2022 and exchanging transcripts by 2023 which will further reduce the administrative workload for higher education institutions. We believe and hope that, with the shared efforts of all institutions and stakeholders for using all the modules provided and taking all the necessary measures, the students can enjoy the benefits of the European Student Card Initiative as our current common end goal. Digitalisation is a dynamic process and we may still have long way to pave, but once we achieve this goal, it will mean more functionality, transparency, accessibility, accountability and traceability for all parties. Moreover, it will mean less paper-consumption and more forest-conservation.

Please explain how your institutions will implement and promote environmentally friendly practices in the context of the Erasmus+ programme.

DEU, which values fair, transparent and environmentally friendly practices within the scope of Erasmus +, continues its restructuring towards meeting the goals of the Erasmus Without Paper process with the works it continued efforts of its internal and external partners/stakeholders. Our university sees it as its mission to support practices that increase and encourage "human" and "environment" oriented activities in its ongoing studies under the guidance of the Internationalization Strategy Document. In this direction, in order to minimize the use of paper and the loss of time in student files and processes, especially during the application process, we started to use a new online application system, which is developed by the IT Department.

It carries out the projects of "Zero waste applications", "Environmentally friendly projects", "Protection and enhancement of university green areas" on a voluntary basis with its students and staff. Special emphasis is also given to promoting the green spaces and natural wonders of İzmir, organized annually for student communities and Erasmus students.

In addition, there is an Erasmus Memorial Forest in our Tinaztepe campus. Erasmus Memorial Forest is growing in cooperation with ESN DEU and Erasmus students. Volunteering and awareness meetings are held within the scope of June 5, World Environment Day. In this context, sapling planting activities are carried out in some units. For example DEU Bio İzmir Application and Research Center plans some activities in order to create sensitivity in protecting the nature, to draw attention to the environmental problems experienced globally, to provide international cooperation against increasing environmental problems and to raise awareness of the public. Environmental Research and Application Center (ÇEVMER) was established in 1991 as a research and application centre affiliated with DEU. This center has been working on water pollution and control, solid waste management and air pollution and control since 1991.

Our university has officially approved and implemented the Zero Waste Regulation, Packaging Waste Control Regulation, Hazardous Waste Control Regulation and Waste Management Regulation.

We aim to organize awareness meetings under the leadership of the Institute of Marine Sciences and Environmental Engineering, and to inform students about good practices. Students who want to take part in environmental projects can also participate voluntarily.

As a result of these efforts, our university declares that it will continue to lead its environmentally friendly practices by combining its volunteer citizen network with a strong and environmentally friendly human perspective with its relevant departments and units.

DEU continues its activities within the Mountaineering and Nature Sports Community, which was established to raise awareness of its students and employees for the environment and to love natural life. In addition, "Mountain Area Management" is given as an elective course at our University. Within the scope of 11 December International Mountains Day, awareness meetings are organized on themes such as Climate Change and Mountain Management and Mountain Area Municipalities. In addition to its cultural heritage and its 8500-year history, UNESCO also has a cultural heritage list in the Selçuk district of İzmir, as well as culture and nature tourism. Preventive measures are also taken to increase the efficiency of water basins and prevent environmental pollution in small settlements.

DEU is planning to apply for Orange Flag by Turkish Higher Education Council which will be a sign of environment-friendly university and we are also applying new strategies for better ranking in the UI Green Metric.

Please explain how you will promote civic engagement and active citizenship amongst your outgoing and incoming students before, after and during mobility.

Before Mobility:

Incoming Students

International Relations Office (IRO) participates in Association of International Educators (NAFSA) conference and International Education Conference (EAIE). Face-to-face conversations with existing partners' benefits greatly to further develop our relationships. In these meetings, it is aimed to increase the number of incoming Erasmus students to our University, especially within the scope of the internationalization strategy. In the meetings, incentive and promotional activities for students to choose our country and university is presented to partner universities. Moreover, in these meetings, our strengths are expressed, such as being a well-established and qualified institution that offers English lesson options in the course catalogue, and providing full support to incoming students as both the International Relations Office and the Erasmus Student Network (ESN). Throughout the conference, the safe, hospitable, student-friendly structure of our country and city, which includes historical and cultural beauties, is emphasized. Before the students arrive to İzmir, they are informed about the information package of DEU, ESN services and housing etc.

Outgoing Students

At least twice a year, IRO organises Information Meetings and sets up information stands about mobility programmes, application & selection processes and organises orientation meetings for outgoing students. Moreover, some academic units organise International Culture Day and Information Days.

During Mobility:

Incoming Student

Erasmus incoming students' orientation program is organized one week before the semester starts consists of campus visits, city tours and information on Turkish History and Culture, practicalities about İzmir, university life, social and cultural services and useful practical matters. IRO also organizes activities like Efes Trip, Orientation Week Lunch, and New Year Dinner to socialize both all incoming students among themselves and among the staff of the office. During these activities, we aim to establish cultural bridges among students and Turkish students with Erasmus activities. ESN carries out the mentorship & buddy program in cooperation with the IRO. Also, ESN organizes welcome week activities such as Turkish Breakfast and City Tour. The main focus of ESN is placed on current exchange students, who often face problems (and feel abandoned) in their new environments. Therefore, ESN offers help in the academic, social and practical integration process. Also ESN is making events which are cultural and social events such as trips to various places within the country (Cappadocia, Pamukkale travertine, Hierapolis ancient city etc.), city tours, film nights, language projects, international food festivals. In addition to that, we have mentor systems, which help the international students mainly in academic and practical integration. Every Exchange student will get a tutor/buddy. The tutor is a Turkish student, member of ESN. The tutors get in touch with the Erasmus Exchange students before their arrival. They help them settle down in İzmir, provide information regarding student life, Turkish culture and accommodation. ESN organizes some activities that everyone makes their country's traditional food and shares it with each other. Thus, Erasmus Students have information about different cultures. ESN also provides relevant information and encourages the future exchange students to gain the international experience and gain relevant insight into different cultures. Also ESN are helping about; accommodation, resident permit, Turkish GSM card, Turkish applications, courses. Another significant part of the program is Turkish Language Course for incoming students. Turkish Language Course is offered to all Erasmus Exchange Students, free of charge every Friday morning during one semester. It aims to teach basic practical Turkish which can be useful for daily life. Students will acquire 3 ECTS Credits and a certificate at the end of the course if they take 70/100 points. You can find the detailed information via following links; <http://dedam.deu.edu.tr/>. Finally, IRO & ESN have official Facebook pages and groups which enable all mobility students to be informed of events, announcements, news and share to information and experiences.

IRO attaches importance to the integration process for our incoming students. During the orientation week, we give information about one of the biggest cultural centres in İzmir, Sabancı Culture Centre which is equipped to host all cultural and artistic events, plays of famous theatre groups, various panels, concerts and special events. Another integration process can be considered as our student clubs. There are 150 Student Communities / Student Clubs in DEU. As a result of these, incoming students find an opportunity to take a step towards joining the student community. IRO and ESN propose to foster the healthy-living culture among incoming students by practicing sports during their time in İzmir. That is why, during the orientation week IRO and ESN introduce our sports facilities. Through sports and cultural activities IRO aims at promoting and encouraging integration and social cohesion between local and incoming students.

Outgoing Student

During the mobility, our outgoing students can easily reach us via email and phone for all their problems. Our outgoing students participate Welcome Days to learn detailed information about how to organise their studies and how to select and register for courses/ exams. Some of our outgoing students attend language courses and International day in the host country. Outgoing students are regularly contacted by IRO via emails. As an example, during COVID-10 pandemics, they have been regularly informed.

After Mobility:**Incoming Student**

IRO provides promotional materials to incoming students, thus increasing the appearance of our university is ensured. When incoming students return back, students admire city's/country's natural and historical beauties owing to our cultural trips. Consequently they invite their families and close friends to share their experience in our country with their loved ones. After the mobility, incoming students write positive reports about DEU. In this sense, International relations Office publish the testimonials of our incoming students on the webpage. If an incoming student take 70/100 points end of Turkish Language Course, they acquire 3 ECTS Credits and a certificate. Lastly, ECTS and confirmation of stay document are provided to the incoming students. Their comments related to their stay in DEU are requested from Erasmus students for internal evaluation of the services in DEU.

Outgoing Student

By studying abroad with Erasmus+, our outgoing students improve their communication, language and inter-cultural skills. Our outgoing students gain invaluable opportunity in the international job market owing to traineeship mobility activities. When they return home country, some of the outgoing students join ESN to help incoming students.

2.2 When participating in Mobility Activities - After mobility

Please demonstrate your commitment to implement full automatic recognition in your Higher Education Institution.

Please describe the concrete steps you will take to ensure the full automatic recognition of all credits gained for learning outcomes achieved during a mobility period abroad/ a blended mobility, according to the Council Recommendation on Automatic Mutual Recognition³.

The 1997 Convention on the Recognition of Qualifications concerning Higher Education in the European Region (Lisbon Recognition Convention) and its subsidiary texts, developed by the Council of Europe and Unesco, provides a legal framework for the recognition of higher education and upper secondary qualifications that give access to higher education. DEU is organised in line with Bologna Process structures and principles, comprising a three-cycle framework of the European Higher Education Area. DEU effectively implements the following transparency tools, according to the European Credit Transfer and Accumulation System guidelines, thereby ensuring consistency and reducing administrative burdens for higher education institutions and learners:

- a) up-to-date Course Catalogue, with descriptions of degree programmes, single educational units and grade distribution tables;
- b) Diploma Supplements for all graduates, issued automatically and free of charge in a widely used language and, where possible, in digital format; and
- c) transparent criteria for recognition that are applied throughout each higher education institution.

DEU uses ECTS. 120 ECTS credits are required for the completion of short cycle, 240 ECTS for first cycle, 90 ECTS for second cycle (no thesis), 120 ECTS for second cycle (with thesis), 240 ECTS for third cycle programs. Diploma supplement is an important part of the Bologna process which aims to create and strengthen a European higher education area. Use of diploma supplement promotes transparency in higher education and enables fair and informed judgements about qualifications. It provides a standardised description of the nature, level, context, content and status of the studies completed by its holder. DEU's application for diploma supplement label in June 2013 has been found successful by European commission after an evaluation process conducted by national team of Bologna experts in Turkey and by international experts on the European level. Diploma supplement is a supplementary document attached to the diploma, designed to exhibit the information about diploma and degrees of higher education systems in Europe in a comprehensive format, thus reinforcing the international transparency. It facilitates international academic and occupational recognition of diplomas for institutions and corporations (debis.deu.edu.tr/diplomaeki/index-en.html).

ECTS is a system which is characterised according to the workload to be successes by the student to achieve the aim of education programme. ECTS is a credit collecting, transferring and equivalence system all around Europe and defined as "common language". DEU is awarded by ECTS label in 2013 after making necessary arrangements by European Commission. In DEU the ECTS credits that are acquired by students abroad are deducted from the total

³ The text of the Council Recommendation on Automatic Mutual Recognition may be found at: [https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210\(01\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210(01))

ECTS credits required for the completion of a degree program. The original name and code of the courses from partner university is mentioned in the transcript of the student in DEU. Total maximum number of ECTS credits acquired per semester is 30 and 60 per one academic year (debis.deu.edu.tr/ders-katalog/2017-2018/eng/eng-e7.html).

Internationalisation and full recognition are two important aspects that DEU takes into consideration. For this reason, international relations office holds meetings and scatter this information on full recognition to all students up for exchange.

In addition, full recognition and transparency is covered in the Erasmus Institutional Directive. One of the tools to ensure full recognition is the learning agreement. In accordance with the institutional directive for Erasmus exchange, DEU is obliged to provide full recognition to the study period spent abroad. Before sending the student, the equivalence of the semester spent abroad and appropriateness of the course content to be taken in the partner institutions are checked to ensure recognition accordingly. If the student selected for the exchange program will benefit from a learning mobility, a learning agreement for studies is signed. Before the Erasmus study mobility period begins, the defined curriculum is confirmed by signing the learning agreement. The institution being visited will offer the courses in the learning agreement, the student finds them appropriate and will follow them, the University undertakes that the courses taken abroad are accepted and fully recognised. The department determines which courses will be recognised in the education plan of the program that the student is attending our university. This decision is taken by the student's Erasmus Departmental Coordinator or head of the department and the relevant document is provided by the student to be signed by the responsible Erasmus Coordinators of both home and host institutions before the exchange. In case of any changes in the courses for various reasons, the learning agreement updates are made within one month after the beginning of the academic period in the hosting higher education institution and submitted for the approval of the student's academic unit. In case that the student is successful in the courses specified in the learning agreement, the units will be able to carry out the recognition process automatically.

Proof of recognition document which is approved by the Erasmus Departmental Coordinator shows the courses that the student takes abroad within the scope of learning agreement that they are accepted equivalent to courses at the home programme and exemption is approved. In case of a change in the learning agreement, a new proof of recognition document is to be prepared.

In order to guarantee academic recognition, the faculty board of directors' minute which indicates which courses will be counted in the program, is issued before the student leaves for the exchange. If there is a change in the course curricula, the decision is also updated.

In an increasingly globalised context, it is important that students can make the best possible use of all learning opportunities across Europe. For this to happen, DEU IRO puts all its efforts to support the learners within the Qualifications Framework of the European Higher Education Area.

Please describe your institution's measures to support, promote and recognise staff mobility:

DEU believes that academic and administrative staff mobility has a positive and strong impact on the internationalization of higher education institutions. For this reason, many of our staff benefit from teaching and training mobility. In recent years, DEU has hosted more academic and administrative staff than those it has sent.

To strengthen and promote the staff mobility programs both for teaching and training, the international relations office organises information meetings once or twice a year. The meetings include information about application, selection processes and the procedures to be fulfilled before departure and after arrival. Mobility announcements are announced on the university website about 1 month before applications. In addition, announcements are sent to the e-mail addresses of all personnel of the University. Application and evaluation stages of staff mobility are carried out in line with the principles of equality, fairness and transparency. The international/staff week programs organised by partner universities are announced to all academic and administrative staff by international relations office by email. Both academic and administrative staff is granted a leave of absence with pay by the approval of the board of directors during their mobility period. Teaching duties at DEU of the academic staff is waived during mobility.

Academic staff participating in the Erasmus programme for teaching mobility are awarded +5 points in their academic appointments.

2.3 For the Purposes of Visibility

Please provide the web link where you will host the Erasmus Policy statement in the future. Please reflect on how you plan to regularly promote the activities supported by the Programme.

The Erasmus Policy statement will be hosted at <http://international.deu.edu.tr/>, under Erasmus+ Programme Description and under ECHE tab.

The activities supported by the Programme will be announced under the same web link (<http://international.deu.edu.tr/>). On the landing page, under a special link for Erasmus+ announcements. This link provides access to all Erasmus+ related activities such as application procedures, application link, selection criteria, activities for Erasmus+ exchange students and staff organized by both IRO and ESN DEU. The activities that are coordinated and concerted with other

academic units of DEU are also announced through the related academic unit's web site (website of Faculty of Business, Engineering, Letters etc.).

Special announcements from our partner universities abroad (such as Summer Schools or special training programmes) are also published under the Erasmus+ announcements page of IRO and related faculties/institutes.

Special events for outgoing and incoming students like orientation days, New Year Dinner, Welcome Lunch, Turkish Language courses, cultural trips are also announced through DEU's Press and Public Relation Unit before and after the activities.

All of the above announcements are also posted to social media accounts of IRO (DEU_IRO and DEU International Relations Office Facebook page).

Please describe how you will ensure that the principles of this Charter will be well communicated and applied by staff at all levels of the institution.

As we have been taking part in Erasmus since 2004, the principles of the Programme is institutionally well-rooted in our University. The awareness of our staff about the importance of the Programme in terms of our internationalisation strategy, transfer of knowledge&experience and visibility is at a very high level. We gladly see that the principles of the Programme such as "full-recognition" are embraced and put into practice in all academic units of our University. We will continue pursuing and abiding by the principles of the Programme and highlight them on all occasions. As we have done in the previous years, we will be preparing documents to guide our academic units about as full-recognition, good practices, new decisions and any amendments within the context of the Programme. Likewise, we will keep scheduling periodical meetings for different groups of staff in different academic units, especially including the newly-assigned Erasmus departmental coordinators, as an attempt to serve for the purpose of informing all our staff about the importance of keeping our Course Catalogue updated and rich in terms of international education standards, new improvements on our current/future agenda such as digitalisation and primarily, about the general principles that are clearly specified in the Charter and stand as the pillars the Programme is based upon.