

# 2024-2025 ACADEMIC YEAR ERASMUS+ STUDY AND INTERNSHIP MOBILITY APPLICATION PROCESS ANNOUNCEMENT

Within the scope of the ERASMUS+ Exchange Program for the Academic Year 2024-2025 (2024 PROJECT PERIOD), details about the application process for Dokuz Eylül University students who want to benefit from Study Internship Mobility are presented below.

## APPLICATION CALENDAR FOR ERASMUS+ STUDY AND INTERNSHIP MOBILITY FOR THE ACADEMIC YEAR

2024-2025

<b><u>ERASMUS+ APPLICATION AND EVALUATION PROCESS STEPS:</u></b>	<b><u>DATE:</u></b>
Erasmus+ Study and Internship Mobility Online Application Process (Online application at <a href="http://turnaportal.ua.gov.tr">turnaportal.ua.gov.tr</a> )	26 February – 10 March 2024 (hour <u>17:00</u> )
Announcement of Students to take the Foreign Language Exam (English / German / French)	11 March 2024
<b>The first stage of the two-stage foreign language exam to be held by DEU YDY (School of Foreign Languages) STAGE</b> (English / German / French) Multiple choice TEST <u>will</u> be applied. In addition to the test, <u>the</u> section measuring WRITING skill will also be administered on the same day (13 March 2024- Wednesday) in the same exam. <b>Important note:</b> 1. PHASE (Test) results, <u>14 March</u> 2024- Thursday will be announced on <a href="https://international.deu.edu.tr/">https://international.deu.edu.tr/</a> . The link for the map location of DEU Faculty of Law is below: <a href="https://hukuk.deu.edu.tr/iletisim/">https://hukuk.deu.edu.tr/iletisim/</a>	<b>March 13, 2024 (Wednesday)</b> <b><u>Exam location for Phase 1:</u></b> DEU FACULTY OF LAW (DEU TINAZTEPE campus)  A separate announcement will be published about the test time and other details.
<b>The first stage of the two-stage foreign language exam to be held by DEU YDY (School of Foreign Languages) STAGE</b> (English / German / French) – Speaking test <b>Important note:</b> On March 13, 2024, The candidates who achieved 60% success in the exam departments in the <b>2nd STAGE on March 15, 2024 They will be able to participate in the STAGE</b> exams. The link for the map location of DEU School of Foreign Languages (YDY) is below: <a href="https://ydy.deu.edu.tr/tr/iletisim/">https://ydy.deu.edu.tr/tr/iletisim/</a>	<b>Fri, 15 Mar 2024</b> <b><u>Exam location for Stage 2:</u></b> DEU YDY (School of Foreign Languages) (DEU TINAZTEPE campus)  A separate announcement will be published about the test time and other details.
Announcement of the Results of the two-stage Foreign Language Exams (English / German / French) to be completed	MARCH 2024
Objection to the Results of the Foreign Language Exam (English / German / French)	March 20-March22, 2024
Announcement of Erasmus+ Learning Mobility Placement Results	29 March 2024
Objection Process to Erasmus+ Learning Mobility Placement Results	29 March – 4 April 2024
Announcement of Erasmus+ Learning Mobility Final Placement results after the Appeal Process	5 April 2024
Within the scope of Erasmus+ Internship Mobility Applications, <b>the deadline for students to upload their Internship Invitation Letters approved by Erasmus+ Department Coordinators to the Erasmus+Application Portal * *</b>	May 8, 2024

Announcement of Erasmus+ <b>Internship</b> Mobility Evaluation Results	<b>May 17, 2024</b>
Objection to Erasmus+ <b>Internship</b> Mobility Evaluation Results	<b>17-24 May 2024</b>
Announcement of Erasmus+ Learning Mobility Final Placement results after the Appeal Process	<b>29 May 2024</b>

There may be changes in the dates of the application process (final announcement, language exam, etc.) specified in the above calendar due to different reasons such as possible technical problems that may arise in the recently updated Erasmus+ online application portal (turnportal.ua.gov.tr), decisions that may be announced by the competent authorities in the future. In such cases, updated information will be shared with our students at international.deu.edu.tr.

After the application deadline for mobility, all applications will be examined by the External Relations Coordination Office in terms of eligibility. The evaluation criteria and weighted scores to be used in evaluating mobility applications are as follows:

### SCORE CALCULATION CRITERIA

Criterion	Point
Academic achievement level (GPA)	50% (out of a total of 100 points)
Language level	50% (out of a total of 100 points)
Children of martyrs and veterans (documents must be uploaded during application)	+15 Score Points
Students with disabilities (documents must be uploaded during application) ++	+10 points
They or their 1st-degree relatives receive disaster aid from AFAD * spaces	+10 points
Those who upload the Erasmus department coordinator approved internship invitation letter <b>to the portal during the online application period (until March 10, 2024)</b>	+10 points
Digital Opportunity Traineeships ** Traineeships)* *	+5 Points
Have previously benefited from Erasmus+ mobility (with or without grant)	-10 points
Participating in mobility in the country of citizenship	-10 points
Failure to participate in mobility without giving notice of waiver in due time despite being selected for mobility	-10 points
Applying to two types of mobility at the same time (Reduction is applied to the type of mobility preferred by the student)	-10 points
For students selected for mobility: Organized by the higher education institution in relation to mobility not participating in meetings/trainings without an excuse (student's Erasmus+ is applied if he/she re-applies to his/her mobility)	-5 Points

Not to declare that he/she will take the language exam and not to take it without an excuse (the student's It is applied in case of reapplying for Erasmus+ mobility)

-5 Points

\* During the online application; a document showing that AFAD has provided assistance to the disaster victim, a residence certificate and a Population Family Population Registration Sample must be uploaded.

1. 1st Degree Relatives: mother, father, children and spouse  
(Turkish National Agency, Decision dated 05.04.2023 (Version 3))

Since the additional score for the disaster victims is applied only once, the additional score within this scope will not be applied to the students who received additional points due to being a disaster victim in a previous application period and who were selected within the scope of Erasmus+ and were entitled to perform mobility. If the student is not selected in his/her previous applications, he/she will benefit from the application of additional points in the new application.

\*\*Only candidates who are accepted within the framework of internship calls/announcements of companies/organizations within the scope of Digital Opportunity Traineeships are evaluated for +5 points. <https://digital-skills-jobs.europa.eu/en/actions/european-initiatives/digital-opportunity-traineeships> <https://erasmusintern.org/digital-opportunities>

## ACCESS TO THE ONLINE APPLICATION SYSTEM

[you](https://turnaportal.ua.gov.tr/) can log in to <https://turnaportal.ua.gov.tr/> with your e-government account information.

Students who want to apply for more than one ad must complete their applications separately for each ad

### **EVALUATION CRITERION (CALCULATION OF ERASMUS+ SCORE)**

**ERASMUS+ SCORE=** (Cumulative Grade Point Average\*0.5) + (Foreign Language Score\*0.5)

(The position of the candidates in the Erasmus+ score ranking will be effective in the placement process and whether they are eligible for the Erasmus+ grant.)

**Cumulative Grade Point Average: Associate Degree/Bachelor's Degree:** at least 2.20/4.0 or 58/100, The **Master/Doctorate** must be at least 2.50/4.0 or 65/100.

**Foreign language score: min. It should be B1 level (60/100).**

- According to the grade point averages reflected in the Erasmus Application Portal, students who do not meet the grade point average requirement will not be included in the list of students who can take foreign language exams.
- Candidates who have achieved 60% success in the exam sections on March 13, 2024 will be able to participate in the second stage exams on March 15, 2024. Students who do not achieve a minimum B1 level foreign language score in the foreign language exams to be held by meeting the grade point average condition will not be able to qualify for Erasmus+. The final foreign language scores of the students who have scored at the level of 60/100 (B1) in the stage foreign language exams must be at least 60/100 (B1) and above, which will emerge after the completion of the second stage foreign language exams and will consist of the scores they have received separately in both stages of a certain foreign language.
- • All Dokuz Eylül University students who will apply for Erasmus+ Study and/or Internship mobility must take the foreign language exams for English/German/French languages to be organized by DEU YDY. Students can take exams in multiple languages in the relevant foreign languages. Other exam documents proving English, German and French language proficiency or DEU SFL foreign language exam results from previous years will not be accepted.

Announcements containing the necessary information will be shared before the exams. Exam session hours for students who will take the exam in more than one language will be planned in a way that allows participation.

**For languages other than English, German and French (e.g. Spanish, Italian)**, language documents received after 01.01.2021 and whose equivalence is accepted by OSYM will be accepted. These language documents and equivalence tables can be examined from the link below. **For languages other than English, German and French**, the language certificate is only required in cases where the student's department is contracted and there are universities that require proficiency in the relevant languages (e.g. Spanish, Italian) as a language requirement among the universities that the student may prefer.

Students should upload scanned versions of these language documents, if any, to the system during the document upload phase at the time of application.

<https://dokuman.osym.gov.tr/pdfdokuman/2023/GENEL/esde%C4%9Ferlikdokuman24102023.pdf>

In order for **candidates who have applied for Erasmus+ Internship Mobility** to be eligible for mobility; In addition to meeting the grade point average and language proficiency criteria, they must obtain an **"Internship Invitation Letter"** from an institution/company in the Erasmus+ program countries (see the "Monthly Grant Amounts by Country" table in this announcement). The internship activity should be related to the student's field of study.

The **Invitation Letter must be approved by the student's Erasmus+ Department coordinator (On the invitation letter, the Erasmus+ Department Coordinator must personally write his/her name and surname in ink, the department/program he/she is responsible for, with the statement "APPROPRIATE" on the invitation letter printout and sign the document).**

The student must upload the Invitation Letter approved by his/her coordinator to the relevant field in the application portal.

It is the student's own responsibility to obtain an Invitation Letter from an institution/company to do an internship. Students who make their online applications for Erasmus+ Internship Mobility between February 26 and March 10, April 2024 must upload their internship invitation letter to the relevant field on the Erasmus+ application portal by **May 8, 2024** at the latest. Although students are given until May 8, 2024 to obtain an internship invitation letter and upload it to the portal; until March **10, 2024, when the online application system will be closed, 10 points will be added to the Erasmus+ score of students who have completed their online application for Internship Mobility and have uploaded an internship invitation letter approved by the Erasmus+ department coordinator.**

**IMPORTANT NOTE:** To upload the Internship Invitation Letter, you can use the field titled "ACCEPTANCE CERTIFICATE" on the "DOCUMENT UPLOAD" screen in the application portal.

Information on what features the Internship Invitation Letters should have on our website (respectively; Erasmus+ Student Mobility Internship Outgoing Student titles) can be found at: <https://international.deu.edu.tr/wp-content/uploads/2021/01/davet-mektubu-nasil-olmali.pdf> <https://international.deu.edu.tr/erasmus/staj-gidenogrenci/>

### MONTHLY GRANT AMOUNTS BY COUNTRY

Country Groups according to the Cost of Living	Countries of Participation in Mobility	Monthly Grant Learning (EUR)	Monthly Grant Internship (Euro)
<b>1. and 2. Group Programme Countries</b>	Czech Republic, Denmark, Estonia, Finland, Ireland, Sweden, Iceland, Latvia, Liechtenstein, Luxembourg, Norway, Germany, Austria, Belgium, France, Cyprus, Netherlands, Spain, Italy, Malta, Portugal, Slovakia, Slovenia, Greece	600	750
<b>Group Programme Top Countries</b>	Bulgaria, Croatia, Lithuania, Hungary, Macedonia, Poland, Romania, Serbia	450	600

**Note:** The UK is no longer an Erasmus+ Programme country as a result of the Brexit process. Mobility with the United Kingdom will not be possible within the scope of Erasmus+.

**CAUTION!**

The text "2024-2025 Academic Year Erasmus+ Program Student Selection Criteria", which will be used in the evaluation of Erasmus+ Education and Internship applications and which is also included under the title of "ERASMUS+Announcements" on our website like this announcement, is also complementary to this announcement and the relevant text should be read carefully by our students.

It is recommended that our students who will apply for Erasmus+ Learning mobility review the list of "Erasmus+ agreements" involving contracted universities that include the departments/programs they are enrolled in at Dokuz Eylül University before applying online and be aware of the minimum language proficiency level that contracted universities require to accept students and in which language(s) they request language proficiency. Checking the universities and language conditions that can be preferred in the Erasmus+ agreements list by the student will enable the student to make the correct choice in which language (s) to take the exam and reflect it correctly in the online application system. For some contracted universities, the **minimum required language level may be higher than B1, or some universities may require proficiency in more than one language.** For this, before making your choice, please carefully examine the language criteria section in the list of agreements shared below. Update works are in progress for our Erasmus+ agreements and the final version of the relevant list will be accessible from the link below before the online application system is opened for application.

**To review our Erasmus+ agreements:**

<https://international.deu.edu.tr/erasmus-anlasmalari/>

**For the contact details of your Erasmus+ Department/Programme Coordinator:**

<https://international.deu.edu.tr/erasmus-koordinatorleri/>

It is important for our students, especially our students studying at the Faculty of Law, Faculty of Medicine and Faculty of Nursing, to contact the Erasmus+ Department Coordinators about which grade/semester it would be appropriate for them to apply for Erasmus + Education/Internship Mobility and/or in which grade/semester it would be appropriate for them to carry out Erasmus+ Education/Internship activities, which are at the initiative of their academic units.

- We emphasize the importance of making your online application (not with a mobile phone/**mobile application**), **especially on a desktop/laptop computer**, recording this problem by taking a screenshot if you encounter a problem during the online application, and not leaving your online application to the last days and hours of the application period. We remind you that if the online application is completed with incomplete/incorrect information and documents, the applicant student will be responsible for the results. **After completing your application, make the necessary check to ensure that your "Application Status" is displayed as "Completed" when you click "My Applications" on the Online Application Portal.**

**Within the scope of the online application process, information messages can be sent by the Erasmus+ Application Portal to your e-mail address registered in the portal about the changes in the system, the transactions to be carried out by you, etc. Since the contents of these messages may be important, we emphasize that it is important that you frequently check your e-mail address registered in the portal.**

- **Before the online application process starts, please update your "Personal Information", email address and phone number under the "Profile" heading at [turnportal.ua.gov.tr](http://turnportal.ua.gov.tr) and make sure that your grade point average and student status under the "Education Information" heading are up-to-date/accurate. If your grade point average taken from the government is not compatible with your grade point average at DEBİS, please contact the student affairs of your academic unit.** In the calculation of the Erasmus+ score to be used in the Erasmus + applications of the students, the grade point average on the online application system in the e-government will be used. Candidates are personally responsible for the up-to-dateness and accuracy of the relevant information. It is important that you check your transcript on e-government.

Students whose transcripts have not yet been created at the online application stage, grade point averages (reflected in the e-government).

The cumulative academic grade point average of first-cycle students (associate/undergraduate) must be at least 2.20/4 .00:

- a) An associate degree graduation grade of at least 2.20/4 .00 for students transferring from associate degree;
- b) High school graduation grade must be at least 75/100 for undergraduate/associate degree 1st-grade students whose transcripts have not yet been formed at the application stage. graduation grade must be at least 75/100.

In addition, the cumulative academic grades for second (master's) and third-cycle (doctoral) students averages should be at least 2.50/4 .00.

Our students who want to apply **for Erasmus+ Learning Mobility** will make their Erasmus+ applications through the online application system between 26 February – 10 March 2024 and will reflect their preferences on the relevant online application screen for the contracted (partner) universities that include the department/program they are registered at the time of application, in a way that they can make at least 1 preference and at most 10 preferences according to the order of preference. Students do not have to choose the universities they do not want to study at within the scope of Erasmus+ learning mobility or use all their preference rights.

The language requirement of the contracted university is binding, for example, even if a student who does not speak German prefers a university that requires a certain level of language proficiency in the German language in the online application process in accordance with the agreement, if he/she does not have sufficient German score from the German exam as a result of the evaluation, he/she will not be placed in the contracted university of his/her choice. Students who do not have an Erasmus+ agreement including their departments/programs, that is, there is no contracted university they can choose, will not be able to complete their applications in the online application system. Whether the students who have completed their application are eligible for Erasmus+ Learning Mobility will be determined during the online application process and the evaluation and placement process after the foreign language exams are completed.

For Erasmus+ Internship Mobility, since there is no Erasmus+ agreement/contracted institution and the students find the internship institution/company themselves, there will be no online preference transaction during the online application process, the applicant student must upload the Invitation Letter approved by his/her coordinator to the relevant field in the application portal.

If students will be able to communicate in English during their internship activities in the institution/company where they receive an invitation letter for internship, the internship invitation letter can be evaluated within the scope of Internship Mobility with an English score, regardless of which Erasmus+ country the institution/company they receive an invitation letter from. In addition, for example, a student who speaks French and has received an internship invitation letter from France can participate in the evaluation with the French score (at least at B1 level) he/she will receive from the French exam.

For **Erasmus+ Learning Mobility**, within the framework of the nomination deadlines determined by the contracted universities (the deadline for the nomination of our students as Erasmus+ exchange students for the relevant semester by the Erasmus+ department coordinator at DEU) and other procedures, the first semester in which they can study at contracted universities as Erasmus+ exchange students will be revealed.

Within the scope of **Erasmus+ Internship Mobility**, it is estimated that the internship activity, which should last at least 2 months, may start on August 15, 2024 at the earliest. Considering the procedures specified in the calendar in this announcement, such as the date on which the results of the internship mobility will be announced and the consular visa application, it is also likely that the internship start dates will be extended to the dates after 15 August 2024 according to the course of these processes.

Students who have courses they are obliged to attend at DEU in the Fall semester of the 2024-2025 academic year and in the Spring semester and who are eligible for Erasmus+ internship mobility have the right to complete Erasmus+ internships that should last at least 2 months in the summer of 2025 (after the completion of the course and exam period). Our students who do not have any course obligation (for example, who are graduated or at the thesis stage of their postgraduate education on these dates) can plan to start their internship after August 15, 2024, as mentioned above. Making grant payments depends on the transfer of our budget to us. As of 06.02.2024, when the announcement was published, it was not clear when our budget would be transferred to our university and on which date we could make the grant payments

accordingly. Following the clarification of the details, our students can also choose to revise the internship dates in the existing internship invitation letters, in agreement with the internship institution. Students who will be entitled to benefit from Erasmus+ Internship Mobility with a grant will be able to receive a grant payment for 2 months even if their internship period is longer.

We emphasize that it is not possible for the Erasmus+ grant to cover all the costs that will arise before and during the activity, and that the grant is only a financial support; we recommend the candidates to examine the living conditions of the countries where the activity is desired. In order to have an idea about the processes that await them if they qualify for Erasmus+, our students can find and review the orientation presentations for the previous year, which were arranged separately for Learning Mobility and Internship Mobility, on the "Presentations" tab under the "Erasmus" heading on our website. In order to share up-to-date information, new orientation meetings will be held by our Coordinatorship after the beginning of the 2024-2025 academic year for students who will qualify for Erasmus+.

For the announcements we will make on subjects such as language exams and application process, it will be beneficial for our students to visit the Foreign Relations Coordination website as often as possible and follow our social media accounts.

## **ADDITIONAL GRANT SUPPORT and GREEN TRAVEL SUPPORT**

### **Additional Grant Support**

At the end of the application and evaluation process, **disadvantaged** participants who meet the necessary criteria and are eligible for the Erasmus+ activity will be provided with Additional Grant Support in addition to the grant they deserve. In order for the grant in question to be granted, the disadvantaged participant is defined as an individual who has limited economic and social opportunities and complies with the following subcategories.

1. Those who are subject to the Law No. 2828 (those who have a protection, care or accommodation decision by the Ministry of Family and Social Services in accordance with the Law No. 2828)
2. Students who have been decided to be protected, cared for or sheltered within the scope of the Child Protection Law No. 5395
3. Those who do not have other parental income and are on orphan's pension
4. Children's of Martyr/Veteran
5. Those who are paid a pension for themselves or their family (it is sufficient to submit a document proving that the student received financial support from municipalities, public institutions and organizations (Ministries, Social Assistance and Solidarity Foundations, General Directorate of Foundations, Red Crescent, AFAD).
6. People with disabilities
7. Students whose parents or guardians receive a disabled or in-need pension within the scope of the Law No. 2022 dated 01.07.1976 on Pension to Needy, Powerless and Orphaned Turkish Citizens Over 65 Years of Age and Disabled and Needy Turkish Citizens.

(Turkish National Agency, Decision dated 05.04.2023 (Version 3))

- Additional Grant Support of 250 Euros per month can be provided to students who comply with the above scope, upon their request and provided that they document their situation.
- Credit and Dormitories Institution scholarships and similar scholarships, other grants and scholarships in the nature of success scholarships, one-off aids are not accepted within the scope of the financial aid in question.

### **Green Travel Support**

In the event that students prefer green travel, an additional grant of 50 Euros for one time and up to 4 days of individual support grants for travel days will be available. **The aircraft is not covered by green travel. The main vehicle to which the majority of the distance between two points is covered will be entitled to a green travel supplementary grant if it is an external vehicle.**

## **TRAVEL GRANT (NEW- does not cover project periods prior to 2024)**

The amount of travel grants to be applied in learning mobility will be calculated by determining the km value between the starting point of the mobility and the place where the activity takes place through the distance calculator provided by the European Commission. The mileage displayed in the distance calculator is the round-trip figure for the grant in the table below, and the amount in question is not multiplied by two.

<b>Travel Distance</b>	<b>Standard Travel Grant Amount (Euro)</b>	<b>Green Grant Amount (Euro)</b>	<b>Travel</b>
10 – 99 km	28	56	
100 – 499 km	211	285	
500 – 1999 km	309	417.	
2000 – 2999 km	395	535.	
3000 – 3999 km	580.	785	
Between 4000-7999 km	1188	1188	
8000 km and above	1735	1735	

### **IMPORTANT INFORMATION ABOUT THE 2024 ERASMUS+ PROCESS**

*“The 2024 Contribution Agreement between Turkey and the European Commission has not yet been signed. For this reason, your status as a selected candidate according to the placement lists to be announced as a result of your application within the scope of Erasmus+ student mobility does not constitute an earned right. Whether you will receive a grant or the amount of your grant will be finalized when the agreement to be signed with the European Commission and the process of determining the budget to be allocated to our university is finalized, and our university or the Turkish National Agency cannot be held responsible for any material or moral losses that may arise from delays or disruptions in the said agreement processes. “While this announcement and the announcement of "2024-2025 Academic Year Erasmus+ Program Student Selection Criteria" under the title of ERASMUS+ Announcements on our website are prepared and published by our Coordinatorship, the contract between the Turkish National Agency and our University for the 2024 project year has not yet been signed, it is not clear what the total amount of our 2024 Erasmus+ project budget will be, when the budget to be determined can be transferred to us, and it is not yet clear from which date we can pay Erasmus+ grants to the selected students. **Until these processes are completed, all our students are in "candidate" status and Placement lists are provisional/estimated and are not definitive. Accordingly, until the budget is set and the relevant procedures are completed; According to the placement lists to be announced with our students placed in universities by coordinators, Erasmus+ agreements will not be signed or visa applications will not be made for our students in question. Official visa-facilitating documents containing precise statements will not be prepared for use.***

#### **DOKUZ EYLÜL UNIVERSITY RECTORATE**

Cumhuriyet Bulvarı No:144 Alsancak / İZMİR 35210  
SKS (Health Culture and Sports Department) Building  
4th Floor

For Further, detailed information our website is: <http://international.deu.edu.tr>

Email addresses for questions: [erasmus@deu.edu.tr](mailto:erasmus@deu.edu.tr) (Erasmus+ Learning Mobility) [deuermusstaj@gmail.com](mailto:deuermusstaj@gmail.com) (Erasmus+ Internship Mobility)