



ERASMUS+ 2025 PROJECT - STUDENT MOBILITY FOR STUDIES

Dear Students,

Before you apply for Erasmus student mobility, please read all the explanations below carefully, along with other announcements on our website, and before making your choices, please review **the special conditions of the other institutions** on the agreements page on our website and on their own Erasmus pages.

APPLICATION DATES

- **APPLICATION START DATE: 24.02.2025 (10.00)**
- **DEADLINE FOR APPLICATION: 11.03.2025 (17.30)**
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Attention! Changes may be made to the announcement to make it more descriptive throughout the application process. Therefore, please regularly check the announcement text and application conditions.

Within the scope of the 2025 Erasmus+ project, applications from our students who want to study at contracted universities abroad with the Erasmus+ exchange programme in the 2025-2026 Academic Year will be received between 24.02.2025 and 11.03.2025.

National Agency's Information Note on Erasmus Mobility::

“The 2025 Contribution Agreement between Türkiye and the European Commission has not yet been signed. Therefore, being selected for mobility with or without a grant as a result of your application within the scope of Erasmus+ Student Mobility does not constitute an acquired right. Whether you will receive a grant or the amount of your grant will be finalised when the agreement to be signed with the European Commission and the subsequent grant allocation processes to be allocated to your university are concluded. Istanbul 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.”

ERASMUS STUDY MOBILITY APPLICATION CONDITIONS

Important Notice : Students benefiting from Erasmus Student Mobility must have a sufficient number of courses or non-course ECTS credit load for the Student Mobility for Studies and must complete a **30 ECTS** credit load each academic term during the mobility period. According to the ECTS Guide of the European Commission, **60 ECTS** are considered sufficient **for an academic year**. For masters and doctoral students who do not have a course load, for example those who have moved on to the thesis period, a study agreement can be arranged based on a non-course workload of **30 ECTS in an academic term**. Therefore,

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students in the Masters and Doctoral thesis period must document this credit load as THESIS STUDY.

ATTENTION!

Students must pay attention to the following points when applying for Student Mobility for Studies.

- **Who can apply?**

- It is necessary to be a full-time student registered at any of the formal education levels (associate degree, undergraduate degree, graduate degree).

- **For each semester in which the student plans to participate in the Student Mobility for Studies, he/she must have a sufficient number of courses or a non-course credit load of 30 ECTS.**

- Those who have previously completed an Erasmus mobility activity at the same and/or previous level of education can apply. However, it should be noted **that Erasmus Student Mobility for Studies** can be carried out for up to 12 months in total at each level of education.

- Students enrolled in the Double Major / Minor Programme can only choose one major. The applicant must complete the application process and select courses based on the major they are applying for.

- **Students can apply for Erasmus+ Student Mobility for Studies or Traineeships in the academic term in which their studies are suspended. However, they cannot participate in Student Mobility for Studies or in optional, compulsory, or post-graduation traineeships during the period when their studies are suspended.**

Weighted Cumulative Grade Point Average (CGPA) for application;

- A minimum CGPA of 2.20/4.00 for Associate and Undergraduate degree students.

- A minimum CGPA of 2.50/4.00 for Masters and Doctoral students.

CGPA requirements for students who do not have a transcript yet during the application are as follows::

- Students being transferred from an associate degree, must have a minimum associate degree graduation grade of 2.20/4.00. Students who have started their master's/doctoral studies (in the interim period) and have not yet achieved a GPA must have a minimum undergraduate degree graduation grade of 2.50/4.00.

Students who do not meet these minimum requirements **cannot apply.**

IMPORTANT: Students' failed courses do not constitute an obstacle to applying for Erasmus Student Mobility.



- **Who cannot apply?**

- Students from the Open and Distance Education Faculties **cannot apply**..
- Students whose right to education continues but whose right to be a student has expired **cannot apply**.
- Preparatory class (scientific preparation) students **cannot apply**.

Short-Term Doctoral Mobility

Doctoral candidates and recent graduates (**postdoctoral**) can undertake short-term or long-term physical Student Mobility for Studies or Traineeships. It is also possible to add virtual mobility to physical mobility. In Short-Term Doctoral Mobility, short-term physical mobility is minimum 5 days and maximum 30 days. There is no eligibility criterion for the duration of the virtual component; however, in combined virtual and physical mobility, the student must obtain at least 3 ECTS.

***Postdoctoral students can** participate in Student Mobility for Traineeship under the same conditions as other new graduates within 12 months of their graduation.

SHORT-TERM DOCTORAL MOBILITY: INDIVIDUAL SUPPORT AMOUNTS

Duration of the Activity	Grant Amount (Programme Country or Partner Country)
Until the 14th day of activity	79 Euros per day
From the 15th to the 30th day of activity	56 Euros per day

APPLICATION FORM AND PLACE

Applications will be made on <https://turnaportal.ua.gov.tr>.

- **Start: 24.02.2025 (10.00)**
- **End: 11.03.2025 (17.30)**

Students must upload all documents completely during the application process. Any changes or additions made after the application period has ended will not be accepted.



HOW TO APPLY <https://turnaportal.ua.gov.tr>

1. After accessing the relevant web address, click on the “Log in with e-Government” tab on the right side of the page.
2. On the screen that opens, enter your TR ID Number and e-Government password and click on the “Log In” tab.
3. On the screen that opens, click on the “Individual” tab firstly and then the “Login” tab. On the screen that opens, click on the “My Applications” tab under the “Individual” menu in the upper left corner. You can see all the relevant announcements here. Go to Istanbul Beykent University Erasmus+ 2025 Project Student Mobility For Studies ANNOUNCEMENT and click on the “Apply” tab.
4. Review the text that appears and check the “I have read and accept the above information” and then click on the “Continue”. In the next stages, fill in the requested information and complete the application.
5. On the next screen, you will see your personal information. After checking the accuracy of this information, you need to upload a photo of yourself in supported formats and sizes. This photo can be a passport photo or one that fully captures your face. Profile picture is a mandatory field on this page.
 - a) Students with disabilities, relatives of martyrs/veterans or who have been granted protection, care, or shelter decisions under the Social Services Law No. 2828 and the Child Protection Law No. 5395 can upload their documents by checking the relevant box in this area, provided that they document their situation.
6. In the next step; your faculty, department, and GPA information will appear. Check the accuracy of the information here. If your GPA here is different from the GPA on your transcript in OBS, you should contact the Registrar’s Office and request that your transcript be updated in e-Government.
7. At the document upload stage, the transcript obtained from e-Government must be uploaded. You can access this document by typing “Transcript Document Inquiry” in the search box when you log in to the e-Government Gateway.
8. In the next stage, you will access Preference Information. When you click on the Preference List option, the universities that we have agreements with your department/faculty, along with their quotas, will appear. You can select up to three universities from this list. You can use the arrows on the left to change the preference order of these universities.

NOTE: You can also access this quota information by clicking on the List of Erasmus Student Mobility Agreements published at https://www.beykent.edu.tr/docs/default-source/uluslararası%202021-2027-erasmus-anla%C5%9Fmalar%C4%B1.pdf?sfvrsn=e3052a31_4



***Corrections made after the application process is completed will not be reflected in the application system.**

9. In the Contact Information section, please enter your GSM number and student e-mail address with Beykent extension (studentnumber@student.beykent.edu.tr) and your home address. Please make sure that the e-mail address and GSM number you have submitted are up-to-date. Since this information will be used to contact candidates, it is extremely important that the information is accurate. All information regarding the Erasmus process will be sent via your student e-mail address, do not forget to check it.
10. After you upload your transcript, you will have a summary of all the information you provided at the last stage. If there is any information you want to change, you can edit it by clicking “Back”. **If you are sure that all the information is correct, you can complete your application by clicking “COMPLETE APPLICATION”.** You can download a copy of your application page by clicking “Download Application PDF”.

There is no need to submit any document printouts to the academic units or our Erasmus Office.

*All documents shall be submitted on <https://turnaportal.ua.gov.tr/>.

DOCUMENTS TO BE UPLOADED TO THE SYSTEM DURING APPLICATION

- Current Transcript (Can be obtained from e-Government or Registrar’s Office.)
- If available, supporting documents such as proof of disability, relative of martyr-veteran status, AFAD document, etc.

✦ **All documents will be uploaded via the online system only.**

✦ **There is no need to submit any documents to the Erasmus Office during the application process.**

LIST OF CONTRACTED INSTITUTIONS

✦ You can access the list of institutions we have agreements with within the scope of Erasmus Student Mobility from the link below:

*** NOTE: The **medium of instruction** in the universities you will choose during your application must be carefully checked before applying.

🔗 https://www.beykent.edu.tr/docs/default-source/uluslararası%C4%B1/2021-2027-erasmus-anla%C5%9Fmalar%C4%B1.pdf?sfvrsn=e3052a31_4

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ENGLISH LANGUAGE PROFICIENCY EXAM

- An English exam is mandatory for students who want to study within the scope of the Erasmus+ Programme.

✦ Exam Dates:

* **Written Exam:** 22 March 2025

* **Speaking Exam:** 02-07 April 2025

NOTE: A minimum B2 level is required for students to be considered successful.

✓ **Lower limit of success:** 70/100

* **Written exam:** 80%

* **Speaking exam:** 20%

NOTE: Students who receive less than 60 points from the written exam will not be eligible to take the speaking exam.

IMPORTANT!!!

- **Students who do not achieve the minimum score in the written exam will not be eligible to take the speaking exam.**
- **If a minimum of 60 points is not achieved in the speaking exam, the student is considered to have failed.**
- **Students who fail the foreign language exam will not be included in the Erasmus evaluation.**

SELECTION CRITERIA

Criterion	Weighted Score
<i>Academic performance</i>	<i>50% (out of 100 total points)</i>
<i>Language proficiency</i>	<i>50% (out of 100 total points)</i>
<i>Children of martyrs and veterans</i>	<i>+15 points¹</i>

¹ In addition to combat veterans and their spouses and children, spouses and children of war martyrs, spouses and children of "public officials who were injured, disabled, died or killed as a result of terrorist acts while performing their duties at home or abroad or while performing their duties even if their titles were revoked " according to Article 21 of the Law on Combating Terrorism No. 3713 dated 12/4/1991, and spouses and children of those who lost their lives as a result of the coup attempt and terrorist act carried out on 15 July 2016 and the acts that were a continuation of this act, according to Article 7 of the Statutory Decree No. 667 dated 23 July 2016.

<i>Students with disabilities, provided that the proof of disability is documented. (Required documents must be uploaded to the online system during the application process.)*</i>	+10 points ²
<i>Students under protection as asserted by the Law no. 2828 of Social Services</i>	+10 points ³
<i>Submitting Acceptance Letter from Traineeship Place during the application</i>	+10 points
<i>Those who themselves or their 1st degree relatives receive disaster relief aid from AFAD..⁴</i>	+10 points
<i>Digital skills development internships (DOTs) are prioritised</i>	+5 points ⁵
<i>Applying for compulsory traineeship</i>	+5 puan
<i>Previous use of the same project type (with or without a grant)</i>	-10 points
<i>Participating in the mobility in the country of nationality</i>	-10 points
<i>Being selected but not participating in the mobility without notifying a waiver</i>	-10 points
<i>Applying for both types of mobility (Study and Traineeship) (reduction is applied to the type of mobility preferred by the student)</i>	-10 points
<i>For students selected for mobility: Failure to attend meetings/trainings organised by the Council of Higher Education regarding the mobility without an excuse (applies if the student reapplies to Erasmus)</i>	-5 points
<i>Declaring that you will take the language exam but not taking it without an excuse (applies if the student reapplies to Erasmus)</i>	-5 points

*Students are ranked according to the total score obtained and placed according to their order of preference and the quota status of the universities. Students who wish to may waive the financial support (grant). Students who are not eligible for a grant may benefit from the programme with no (zero) grant.

² In addition to combat veterans and their spouses and children, spouses and children of war martyrs, spouses and children of “public officials who were injured, disabled, died or killed as a result of terrorist acts while performing their duties at home or abroad or while performing their duties even if their titles were revoked ” according to Article 21 of the Law on Combating Terrorism No. 3713 dated 12/4/1991, and spouses and children of those who lost their lives as a result of the coup attempt and terrorist act carried out on 15 July 2016 and the acts that were a continuation of this act, according to Article 7 of the Statutory Decree No. 667 dated 23 July 2016.

³ In addition to combat veterans and their spouses and children, spouses and children of war martyrs, spouses and children of “public officials who were injured, disabled, died or killed as a result of terrorist acts while performing their duties at home or abroad or while performing their duties even if their titles were revoked ” according to Article 21 of the Law on Combating Terrorism No. 3713 dated 12/4/1991, and spouses and children of those who lost their lives as a result of the coup attempt and terrorist act carried out on 15 July 2016 and the acts that were a continuation of this act, according to Article 7 of the Statutory Decree No. 667 dated 23 July 2016.

⁴It is applied only once. If selected, it will not be applied to the student's subsequent applications. If the student is not selected, the additional points will continue to be applied to the student's subsequent applications.



IMPORTANT!!!

**In case of previous mobility, the 10 point deduction is not applied to mobilities carried out at the previous level of studies. This deduction applies to students who reapply to benefit from mobility at the same level of studies (undergraduate, master's, doctoral).

**When applying for two mobility types (study and traineeship) at the same time, the reduction is applied to the mobility type preferred by the student.

** Points are deducted from the student's total score.

**If two students have the same total score, the one with the higher academic achievement score gets priority. If their academic scores are also the same, the student in the higher grade level gets priority.

MONTHLY GRANT AMOUNTS ACCORDING TO THE COUNTRIES VISITED WITHIN THE SCOPE OF THE 2025 PROJECT

- Grants are not intended to cover all of the students' activity-related expenses, but are merely contributions. The Erasmus+ grant is calculated in accordance with the date on the acceptance letter sent to students by the partner universities before students leave, and 70% of the amount to be paid before departure is deposited into the students' account. The student receives the remaining 30% grant payment based on the dates and success status on the participation certificate to be submitted to the International Relations Office after completing the mobility.
- The applicant accepts that Erasmus grant payments and other academic transactions will be carried out within the scope of the "Erasmus Directive" and the "Erasmus Grant Agreement" signed by the participants.
- No additional payment is made by the ERASMUS+ fund for expenses such as student visa fees, flight tickets, dormitory fees, dormitory deposits, health insurance, etc. These expenses are covered by the students themselves.

Group of countries	Receiving Country	Grant for Student Mobility for Studies (Monthly) (€)
Group 1 and Group 2 Countries	Germany, Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Greek Cypriot Administration of Southern Cyprus, Netherlands, Ireland, Spain, Sweden, Italy, Iceland, Latvia, Liechtenstein, Luxembourg, Malta, Norway, Portugal, Slovakia, Slovenia, Greece	600
Group 3 Countries	Bulgaria, Croatia, North Macedonia, Lithuania, Hungary, Poland, Romania, Serbia, Türkiye	450

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ADDITIONAL GRANT SUPPORT

Participants with limited means will receive Additional Grant Support, in addition to the grant they are entitled to. In order for the grant to be awarded, a participant with limited means is defined as an individual with limited economic and social means and who fits into the following subcategories.

1. Those subject to Law No. 2828 (Those who have a protection, care or shelter decision regarding them by the Ministry of Family and Social Policies in accordance with Law No. 2828)
2. Students who have been granted protection, care, or shelter decisions under the Child Protection Law No. 5395
3. Individuals granted an orphan or survivor's pension
4. Spouses and children of martyrs/veterans, and veterans themselves ⁶
5. Those who are granted a monthly allowance to themselves or their family (it is sufficient for the student, their mother, father, or guardian to submit a document proving that they received financial support from municipalities, public institutions and organisations - such as Ministries, Social Assistance and Solidarity Foundations, General Directorate of Foundations, Red Crescent, AFAD etc.- at the time of applying for Erasmus.)
6. Individuals with disabilities ⁷
7. Individuals whose parent or guardian receives a pension for disability or financial need within the scope of the Law No. 2022 of 01.07.1976 on *the Attribution of an Allowance for Turkish Citizens 65 Years and Older who are in Need, or are Powerless, and Destitute, as well as Turkish Citizens with Disabilities Needing Assistance* ⁸
8. Those who themselves or their 1st degree relatives receive disaster relief aid from AFAD.⁹

Scholarships provided by the Higher Education Credit and Hostels Institution and similar scholarships, other grants, aids and scholarships in the nature of success scholarships, and one-time aids are not considered within the scope of the financial aid in question.

Additional grant support may be provided to students who meet the above criteria, based on the type of mobility, upon request and provided they document such circumstances:

Type of mobility	Additional Grant Support Amount
Student mobility between 2-12 months	€250 per month
Short-term student mobility between 5-14 days*	€100 in addition to the daily grant total
Short-term student mobility between 15-30 days*	€150 in addition to the daily grant total

⁶ In addition to combat veterans and their spouses and children, spouses and children of war martyrs, spouses and children of "public officials who were injured, disabled, died or killed as a result of terrorist acts while performing their duties at home or abroad or while performing their duties even if their titles were revoked" according to Article 21 of the Law on Combating Terrorism No. 3713 dated 12/4/1991, and spouses and children of those who lost their lives due to the coup attempt and terrorist act carried out on 15 July 2016 and the acts that were a continuation of this act, or disabled civilians and spouses and children of these persons will be given priority in case they apply for Erasmus+ student mobility.

⁷ Disabled people who have a disability rate of at least 50% documented by the Disability Health Board report included in the "Regulation on Disability Assessment for Adults" published in the Official Gazette dated 20 February 2019 and numbered 30692.

⁸ <https://www.mevzuat.gov.tr/MevzuatMetin/1.5.2022.pdf>

⁹ It is applied only once. If selected, no additional grant support will be provided in this category for the student's subsequent mobility.



TRAVEL SUPPORT CALCULATIONS

In order to contribute to the travel expenses of students, the km value between the starting point of the mobility and the place where the activity takes place should be determined using the distance calculator provided by the European Commission, and the travel grant should be calculated using the table below. The kilometre that appears in the distance band calculator is the round-trip grant equivalent in the table below, and the said amount is not multiplied by two.

The “km” value	Standard Travel Grant Amount (Euro)	Green Travel Grant Amount (Euro)
Between 10-99 KM	€28	56
Between 100 - 499 KM	€211	€285
Between 500 - 1999 KM	€309	€417
Between 2000 - 2999 KM	€395	€535
Between 3000 - 3999 KM	€580	€785
Between 4000 - 7999 KM	€1188	€1188
8000 KM and above	€1735	€1735

As a general rule, for distances under 500 km, participants are expected to travel by low-emission means of transport.

Green travel is the use of low-carbon public transport vehicles for travel. Bus, train, and shared car use are included in the scope of green travel. In order to receive green travel support, green travel must be used on the way to and on the way back, and more than half of the entire trip must be made using green vehicles.

ERASMUS+ PROGRAMME INCLUSION SUPPORT

In the application forms, it is necessary to explain why Inclusion Support is needed and to attach supporting documents (for example, if Inclusion Support is related to disability, a medical report detailing the disability and its severity (dated within the last 3 months), a photocopy of the disability card, or a medical report for chronic diseases). In addition, documents confirming that the host higher education institution is aware of the student/staff member’s need for Inclusion Support, and that they have the necessary equipment, must be attached to the form. The requested additional grant amounts and the reason for the need must be detailed as requested on the form. The requested grant must be directly related to the purpose of enabling the Inclusion Support recipient to participate in the activity.

Important Note: The documents requested in the relevant article must be uploaded to the TURNA Portal application system. Documents submitted after the application will not be taken into consideration.



QUOTA

Based on the total score obtained, students are ranked and placed according to their preference order and the university quotas. The 2024 project application submitted by our university has not yet been finalised and the grant amount to be allocated to our university has not been determined. Therefore, the grant quotas remain unclear. After the quotas are allocated, the Erasmus+ Commission will distribute the quotas to all departments and programmes within each faculty, school, and institute for a maximum of one person.

In the event that the grant amount allocated to our university by the Turkish National Agency is insufficient to send potential beneficiaries, the grant distribution procedure will be in accordance with the principles set out below.

Grant distribution process will be carried out in a fair manner and by taking into account the following:

1. Equal distribution among the departments applying for mobility
2. The department of studies and the country of destination
3. The agreement number ratio of the faculties and/or departments and the performance of the faculties and/or departments.

THINGS TO CONSIDER PRIOR TO THE APPLICATION

- The number of students to receive a grant will be determined based on the ERASMUS+ score of the applicants on a faculty basis, in accordance with the grant amount allocated to our University by the Turkish National Agency.
- Our University and the Turkish National Agency are not responsible for any discrepancies between the candidate status at the end of the application and the final selection results.
- If multiple applications are made to a university, the selection will be based on the ERASMUS+ score, regardless of the applicant's preference order for that university.
- Double major students may apply for mobility in **only one major during the same application period.**
- **The medium of instruction** in the university where you wish to study within the scope of the ERASMUS+ programme should be carefully checked before applying.
- Students studying abroad within the scope of the Erasmus+ programme pay their tuition fees for this period to Istanbul Beykent University in accordance with the dates specified in the academic calendar. They do not pay any additional tuition fees to the host university abroad. However, all expenses such as accommodation, transportation, personal expenses, food, and health insurance are the responsibility of the student.



- Students who will benefit from Erasmus student mobility must check the academic calendars of the universities they prefer and make their choices in a way that will not affect the period they will continue at Istanbul Beykent University at the end of the mobility.
- Due to a discrepancy between the academic calendar of Istanbul Beykent University and that of the partner university, the student is fully responsible for any inability to register for courses at Istanbul Beykent University upon returning from the partner university, as well as for exceeding the non-attendance limit and the potential impact on academic success.
- If physical mobility begins and then turns into virtual mobility due to force majeure reasons such as pandemic, natural disaster etc., the rules published by the Turkish National Agency will apply.

APPLICATION PROCESS:

- Students wishing to apply for ERASMUS+ traineeship mobility for the **2025-2026 or 2026-2027 Academic Years** can begin their applications through the system starting from **24 February 2025**.

NOTE:

1. **For technical issues regarding your applications, please contact erasmus@beykent.edu.tr. Students who submit an incorrect or incomplete application do not have the right to change their application after the application deadline. Therefore, applicants should exercise caution when applying.**

Within the scope of the PDP Law, you must contact us via the link below using your e-mail address with the extension of.....[@student.beykent.edu.tr](mailto:student.beykent.edu.tr), present in your student ID card.

***During this period, emails sent from non-institution email addresses will not be answered.

APPLICATION DEADLINE
11 MARCH 2025

Contact

erasmus@beykent.edu.tr

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