

2023-2024 ACADEMIC YEAR SPRING SEMESTER
ERASMUS + KA171 STUDY MOBILITY
APPLICATION ANNOUNCEMENT
(PROJECT YEAR – 2023)

2 May 24	Application start date for 2023-2024 Spring semester Erasmus+ KA171 Study Mobility
6 May 24 (at 14:00)	Online Information Session for Erasmus+ KA171 Study Mobility
28 May 24 (until 17:00)	Application end date for 2023-2024 Spring semester Erasmus+ KA171 Study Mobility
31 May 24	IHU English Exam – 14.30-15:30 Location: Ibn Haldun University Başakşehir Complex School of Humanities and Social Sciences Building, Ömer Faruk Harman Conference Hall
13 June 24	Announcement of evaluation results at https://international.ihu.edu.tr/
21 June 24	Deadline for submitting petitions to appeal the evaluation results
24 June 24	Announcement of final results of the whole application phase at international.ihu.edu.tr
24 July 24	Deadline for students who want to give up their mobility to submit their waiver petition to the Erasmus Office
26 July 24	Announcing new candidates from the substitute list
26 August 24	Deadline of submitting waiver petition for the new candidates
2 September 24	Nomination of the selected students to the receiving institution

Erasmus and International Programs Department

5 September 24	Online Orientation Program (participation is mandatory)
1 February 25	Deadline for students to deliver Learning Agreement and Acceptance Letters to the Erasmus Office

- ★ Potential updates to the application calendar will be shared at <https://international.ihu.edu.tr/> and Instagram account (www.instagram.com/ihu.international/). It is highly recommended that our students follow our announcements regularly.
- ★ Applicants for study mobility **will be candidates for the Spring semester of 2024-2025** academic year.
- ★ In order to avoid delays after the announcement of results, the coordinator and students should carefully follow the application deadlines of the host institution.

B- WHAT ARE THE APPLICATION CRITERIA?

1. Being an active student in IHU.
2. A student can benefit from the Erasmus+ KA-171 International Credit Mobility Program **for a maximum of 1 semester**. Students are not allowed to extend their mobility as part of the KA-171 project rules.
3. Academic GPA of at least 2.50/4.00 for undergraduate students, and at least 3.00/4.00 for graduate students. Your transcript can be issued through e-devlet. Please make sure that your transcript is issued with dates after the start of application, i.e. 2 May 2024. **Transcripts without a valid date of issue or issued before 2 May 2024 will not be accepted and the application will be considered invalid.**
4. A minimum score of 70 from the IHU English Proficiency Exam must be obtained. Equivalent exam results such as TOEFL (84/120), YDS (70/100), YÖKDİL (70/100), e-YDS (70/100), e-YÖKDİL (70/100) will also be accepted. The relevant exam results are **valid for two years** from the date of receipt. Students who want to apply with the previous IHU English Proficiency Exam will have to mark this option during the application phase on TURNA PORTAL.
Only one exam result will be taken into account. For instance, if you upload any

Erasmus and International Programs Department

English exam result to the system or mark for the consideration of your previous IHU score, you **cannot** take the upcoming IHU English Proficiency Exam.

5. The following students **cannot apply**:

- Students who are in Language Preparatory year
- Students who are in their first semester of undergraduate or graduate program in Ibn Haldun University (IHU) and has no GPA during the application period from the courses registered in IHU
- Students who came with a transfer from another institution and are in the first semester of their registration in IHU (i.e. a transfer student who has not yet received a GPA from courses taken in IHU during the application period)
- PhD students who have not taken the doctoral qualification exam, and are in the last period of taking the exam (check the [Regulation on Graduate Studies](#))
- PhD students who are in the last period of their thesis proposal defense
- PhD students who are in the last period of the maximum duration of the program

6. Masters or PhD students who are currently in 4th semester of their program and have not yet taken a seminar course and have not completed the program course load, must submit a permission petition from their thesis and/or academic advisor and the Institute Directorate within the application period.

7. Students who made a transfer from another program within IHU, can apply with their current GPA.

C- WHERE DO I APPLY?

Applications must be made through TURNA PORTAL <https://turnaportal.ua.gov.tr>

D- WHAT DOCUMENTS/FORMS ARE NEEDED FOR SUBMISSION?

At the time of application, the following documents must be uploaded:

- Transcript of Records (**Mandatory**)
- Scanned version of Turkish ID or residence permit (**Mandatory**)
- TOEFL/YDS/YÖKDİL/e-YDS/e-YÖKDİL Exam Result (it is mandatory only for those who will not take the IHU exam on 31 May 2024 or has not taken the previous IHU exams, and wants to submit other scores)
- Document proving disadvantage mentioned in the list of criteria (if available)

Erasmus and International Programs Department

- Petition of permission for 4th semester graduate students (if available)

Any application with wrong documents or misleading statements will be deemed invalid.

E- HOW IS THE EVALUATION MADE?

Student selections are made according to the selection criteria specified in the Erasmus+ Implementation Handbook. The evaluation criteria and weighted scores to be used in evaluating the mobility applications are given below:

Criterion	Weighted score
<i>Academic achievement level</i>	<i>50% (out of a total of 100 points)</i>
<i>Language level</i>	<i>50% (out of a total of 100 points)</i>

★ The quota is as follows:

DEPARTMENT	RECEIVING INSTITUTION	COUNTRY	QUOTA
Islamic Studies (BA, MA, PhD)	University of Sarajevo (UNSA)	Bosnia and Herzegovina	1
Religious Studies (MA)			
Comparative Literature (BA)	University of Vlora “Ismail Qemali”	Albania	1

ATTENTION: Only the departments specified in the list can apply for this call of KA-171 Study Mobility (i.e. International Credit Mobility).

Other criteria mentioned in the table below are also taken into account in the evaluation. Based on these situations, reductions and increases are made on the total score:

Criterion	Weighted score
-----------	----------------

Erasmus and International Programs Department

<i>To the children of martyrs and veterans</i>	<i>+15 points</i>
<i>Students with disabilities (provided the disability is documented) *</i>	<i>+10 points</i>
<i>Students for whom protection, care or accommodation decisions have been taken within the scope of Social Services Law No. 2828 and Child Protection Law No. 5395.</i>	<i>+10 points</i>
<i>Students with their first degree relatives or themselves residing in recent February 6 earthquake region of 17 cities or a district of Türkiye (The provinces of Adana, Adıyaman, Diyarbakır, Gaziantep, Hatay, Kahramanmaraş, Kilis, Malatya, Osmaniye and Şanlıurfa, Batman, Bingöl, Elazığ, Kayseri, Mardin, Niğde, Tunceli, and Gümüşhanev district of Sivas) 1st degree relatives mean: mother, father, child, spouse **</i>	<i>+10 points</i>
<i>Benefit from the KA171 program before (with or without grant)</i>	<i>-10 points</i>
<i>Participating in mobility in the country of citizenship</i>	<i>-10 points</i>
<i>Failure to participate in the mobility without giving a timely waiver notice despite being selected for the mobility</i>	<i>-10 points</i>
<i>Applying to two mobility types of KA171 at the same time (reduction is applied to the student's preferred mobility type)</i>	<i>-10 points</i>
<i>For students selected for mobility: Not participating in meetings/trainings organized by the higher education institution on mobility without an excuse (applicable if the student applies for Erasmus again)</i>	<i>-5 points</i>
<i>Not taking the language exam without an excuse (applicable if the student re-applies to Erasmus)</i>	<i>-5 points</i>

* Disability card or disability health report (Health report must not be older than 3 months and must be obtained from public hospitals' boards that are fully equipped with the authority to issue disability reports and deemed by the Ministry of Health) must be uploaded to the TURNA PORTAL before the end of application.

** This additional point will be applied to the preferred application of students who have more than one application. If the student resides in the earthquake region, he/she has to upload "Tarihçeli Yerleşim Yeri Belgesi" from e-devlet. If relative of the student is an earthquake victim, the student has to prove his/her relative's residency ("Tarihçeli Yerleşim Yeri Belgesi" of the student's relative from e-devlet) and also their degree of relationship ("Tam Aile Kayıt Örneği from e-devlet). As a second option, the student can upload a document from AFAD (wet-signed or retrieved from e-devlet) for proving the aid of his relative per his victimness. In both cases, documents must be uploaded to the TURNA PORTAL before the end of

Erasmus and International Programs Department

application.

- ★ Deduction of “-10 points” in case of previous benefit, does not apply to the activities carried out at the previous education level or activities other than higher education student/internship mobility. For example, if a student has achieved any mobility in the master educational level previously in IHU, graduated from masters level, registered again for PhD level to IHU and applied to Erasmus+ mobility in PhD level, deduction of -10 points is not carried out.
- ★ Considering all the criteria, if the total score calculated is equal, priority is given to the student with a high academic success grade. And if the academic success grade is equal as well, then the younger student is given priority.

F- ARE GRANTS PROVIDED?

Grants are given to students to ensure that some of their expenses are covered during their activity period abroad. The table of grant amount and travel grant to be given to students are given below:

Receiving Institution	Country	Monthly Grant (Euro)	Travel Grant (Euro)
University of Sarajevo (UNSA)	Bosnia and Herzegovina	700	275
University of Vlora “Ismail Qemali”	Albania	700	275

G- ARE THERE OPPORTUNITIES AND ADDITIONAL GRANT SUPPORT FOR DISABLED AND DISADVANTAGED PARTICIPANTS?

Disadvantaged participants will be able to receive an additional grant of 250 € per month in addition to the grant they receive in student mobility whose activity period lasts between 2-12 months. In order for the grant in question to be awarded, the disadvantaged participant is defined as an individual with limited economic and social opportunities and who fits into the following sub-categories:

- Subject to Law No. 2828 (Those who have a protection, care or shelter decision by the Ministry of Family and Social Services pursuant to Law No. 2828)
- Students for whom protection, care or accommodation decision has been taken within the scope of Child Protection Law No. 5395

Erasmus and International Programs Department

- Those who receive an orphan's pension
- Children of Martyrs / Veterans
- Persons who are granted financial support for themselves or their families (a document proving that the student received financial support from municipalities, public institutions and organizations such as ministries, Social Assistance and Solidarity Foundations, General Directorate of Foundations, Kızılay, AFAD are needed as proof during the Erasmus application)

H- WHAT ARE THE MATTERS TO BE CONSIDERED BY CANDIDATES CONSIDERING PARTICIPATION IN MOBILITY?

1- Double major students can only apply for the Erasmus Study Mobility with just one of their majors in the same application period.

2- The higher education institution cuts the grant in the following cases:

- In case of failure, if the student who participates in the mobility cannot achieve 80% of the total ECTS taken in the relevant mobility for any reason that can cause absence or failure without a force majeure documented and accepted by the Commission, the entire grant is requested to be returned to the university.
- In case a student does not complete the participant questionnaire, 20% of the total final grant is deducted, unless technical reasons were the cause. The minimum duration of activity is a minimum of 2 months for each student. Students who leave the program before this period is completed will not be able to receive a grant unless there is force majeure. Students who have to leave the program earlier than anticipated due to force majeure have to prove this with official documents.
- In order for the grant to be paid in full, at least 2/3 of the total ECTS received in the relevant mobility must be successfully completed with a passing grade. Students who do not successfully complete at least 20 ECTS (or 2/3 of the total credits) out of the 30 ECTS must pay back the 80% received in the beginning of the mobility and are not eligible to receive the remaining 20% of the grant. Full academic recognition is given to successful credits in the program followed; failed credits are repeated at the host institution.
- For students who have completed a minimum of 2 months of activity and return in less than the time specified in the invitation letter, the amount to be deducted is determined based on the number of activity days not performed.
- If the documents proving participation in the mobility (certificate of participation or

Erasmus and International Programs Department

the post-return transcript (ToR) that can replace it) are not submitted, the mobility will be deemed invalid and the student will not be paid a grant; the previously paid grant will be collected from the student.

3- Please carefully review the academic calendar of the institution you prefer and make sure that it is compatible with the IHU academic calendar.

4- It is obligatory to take 30 ECTS courses in a semester. For this reason, you should check the web page of the relevant university (it can be under the headings of ECTS Course Catalog, ECTS Info Pack, etc.) and make your choices by consulting your Erasmus Department/Program Coordinator.

5- Double major students who will apply for mobility must have taken at least 25 ECTS in their second major.

6- All the courses that students take abroad and are successful, will be recognized academically at Ibn Haldun University.

7- Students who wish can waive financial support.

8- Non-grant students are also subject to a general evaluation together with other applicants and go through the same process as grant students. Students who would like to participate in Erasmus+ Study Mobility by their own means, need to submit a petition of participating non-grant. The petition should be submitted after the announcement of results and **before the nomination deadline** indicated in the calendar above.

9- In cases not specified in the announcement, the rules in the Erasmus+ Implementation Handbook will apply.

10- Further details that will be encountered before, during and after the mobility for the students who are eligible for Erasmus+ Study Mobility will be explained in the Erasmus+ Study Mobility Orientation where participation is compulsory (check the calendar above).

For detailed information on the whole Student Mobility for Studying, you can contact the Erasmus and International Programs Department with [appointment](#).

Erasmus and International Programs

Email: erasmus@ihu.edu.tr

Phone: +90 212 692 02 12 Extension: 1109 - 1116

Website: <https://international.ihu.edu.tr/>



T.C.
İBN HALDUN UNIVERSITY
International Office



Erasmus and International Programs Department

Address: Ordu Cad. F-05 Block No 3, 34480 Başakşehir