

Erasmus and International Programs Department

**2024-2025 ACADEMIC YEAR FALL SEMESTER  
ERASMUS+ KA131 EU STUDY MOBILITY APPLICATION  
ANNOUNCEMENT (PROJECT YEAR – 2024)**

18 Oct 24	<b>Online Information session</b> – 3.00 p.m. on Erasmus+ Student Mobility
1 Nov 24	2024-2025 Fall semester Erasmus+ Study Mobility application <b>start date</b>
22 Nov 24	2024-2025 Fall semester Erasmus+ Study Mobility application <b>end date</b>
2 Dec 24	<b>IHU Erasmus English Exam</b> – 10.00 a.m.   Location: Ibn Haldun University Başakşehir Complex School of Humanities and Social Sciences Building, Ömer Faruk Harman Conference Hall
13 Dec 24	Announcement of results at <a href="http://international.ihu.edu.tr">international.ihu.edu.tr</a>
16-18 Dec 24	Acceptance of petitions to appeal the evaluation results
20 Dec 24	Announcement of final results on <a href="http://international.ihu.edu.tr">international.ihu.edu.tr</a>
24 Jan 25	Deadline for students who want to give up their mobility to submit their waiver petition to the Erasmus Office
28 Jan 25	Announcing new candidates from the substitute list, after the waiving of main candidates
7 March 25	Deadline of submitting waiver petition for the new candidates
10 March 25	Deadline for requesting a change of institution
11 March 25	Nomination of the selected students to the receiving institution
14 March 25	Orientation Program for students who will go to study exchange <b>in Fall Semester (participation is mandatory)</b>

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26 Aug 25	Deadline for students <b>who will go in Fall Semester</b> to deliver Learning Agreement and Acceptance Letters to Erasmus Office (and also deadline for the office to inform the names of candidate students to the relevant academic units and the Student Affairs Department)
TBA	Orientation Program for students who will go to study exchange <b>in Spring Semester (participation is mandatory)</b>
15 Jan 26	Deadline for students <b>who will go in Spring Semester</b> to deliver Learning Agreement and Acceptance Letters to the Erasmus Office (and also deadline for the Office to inform the names of candidate students to the relevant academic units and the Student Affairs Department)

- ★ Potential updates to the application calendar will be shared at <https://international.ihu.edu.tr/erasmus-and-exchange/> and Instagram account ([www.instagram.com/ihu.international/](http://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 Fall or Spring semester of 2025-2026** academic year. Applicants will choose the preferred semester through the application TURNA PORTAL. All activities must terminate before **30.07.2026**.
- ★ Preferred semester cannot be changed after the application, except in cases of force majeure. Please note that **visa rejection/lack of a visa appointment does not count as force majeure**.
- ★ In order to avoid delays after the announcement of results, the coordinator and students should carefully follow the application deadlines of the host institution.

### APPLICATION CRITERIA

1. Being an active undergraduate/graduate/PhD student at Ibn Haldun University.
2. Academic GPA of at least 2.50/4.00 for undergraduate students, and at least 3.00/4.00 for graduate students.

\* Please make sure that your transcript is issued with dates after the start of application, i.e. 1 November 2024. **Transcripts without a valid date of issue or**

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**issued before 1 November 2024** will not be accepted and the application will be considered **invalid**.

3. A minimum English exam score from one of these exams must be obtained:

- IHU Erasmus English Exam (70/100)\*
- YÖKDİL/e-YÖKDİL/YDS/e-YDS (70/100)
- TOEFL (84/100)

\* IHU Erasmus English Exam is **different** from what students take for English prep-school (i.e. Versant Exam). Students **cannot** apply to Erasmus with their prep-school exam scores.

\*\* The relevant exam results are **valid for two years** from the date of receipt. Students who want to apply with the previous IHU Erasmus English Exam have to mark this option during the application phase on TURNA PORTAL. **Only one** exam result will be taken into account. If you mark two options during the application, your application will be considered **invalid**.

4. The specific language requirements and levels (German, Dutch, Spanish etc.) sought by the institution applied for must be met. Check the “[Agreements](#)” section on our website.

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
- Students who are in the last period of the maximum duration of the program

6. **Masters or PhD students who are currently in the 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 within the application period (check the draft version of the petition, attached to the announcement email).

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7. Students who have transferred from another program within IHU, can apply with their current GPA.

### WHERE TO APPLY?

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

\*Applications will start on November 1, 2024 at 00.00. There will be no access to the application page before that date.

### REQUIRED DOCUMENTS

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

- Transcript of Records from e-Devlet (**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 Erasmus English Exam and wants to submit other scores)
- Document proving disadvantage mentioned in the list of criteria (if available)
- Petition of permission for the 4th semester MA and PhD students (if required)

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

\* Transcript of Records without a date of issue will be deemed invalid.

\* All application documents must be uploaded completely to the TURNA PORTAL. Submissions that are not made within the dates presented in the application calendar will not be accepted.

### EVALUATION CRITERIA

Student selections are made according to the selection criteria specified in the Erasmus+ Implementation Handbook (KA-131 Ulusal Ajans Uygulama El Kitabı - 2024). The evaluation criteria and weighted scores to be used in evaluating the mobility applications are given below:

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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 expected quota is as follows:

LEVEL OF EDUCATION	SCHOOL	EXPECTED QUOTA
Undergraduate	School of Humanities and Social Sciences	3
	School of Islamic Studies	1
	School of Education	1
	School of Business	1
	School of Law	1
	School of Communication	1
Masters and PhD	School of Graduate Studies	2
	School of Civilization Studies	

★ In faculties with more than one quotas, only one student from each department is eligible to receive a grant in the Study Mobility program (for example, only one student in the History Department can have a grant for Study Mobility).

★ The final decision on the quotas will be taken by the Erasmus Commission after the end of applications, in parallel with the project budget.

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
<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 decision has been taken within the scope of Social Services Law No. 2828 and Child Protection Law No. 5395.</i>	<i>+10 points</i>

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<i>Students with their first degree relatives or themselves receiving AFAD aid for disaster victims. 1st degree relatives mean: mother, father, child, spouse **</i>	+10 points
<i>Benefit from the KA131 program before (with or without grant)</i>	-10 points
<i>Participating in mobility in the country of citizenship</i>	-10 points
<i>Failure to participate in the mobility without giving a timely waiver notice despite being selected for the mobility</i>	-10 points
<i>Applying to two mobility types at the same time (reduction is applied to the student's preferred mobility type)</i>	-10 points
<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>	-5 points
<i>Not taking the language exam without an excuse (applicable if the student re-applies to Erasmus)</i>	-5 points

\* The Disability Health Board report specified in the "Regulation on Disability Assessment for Adults" published in the Official Gazette dated February 20, 2019, No. 30692 must be uploaded to TURNAPORTAL.

\*\* This additional point is applied only once. If selected, it will not apply to the student's subsequent applications. However, if the student is not selected, the additional points will continue to be applied to their future applications.

**ARE GRANTS PROVIDED?**

- a) Grants are given to students to ensure that some of their expenses are covered during their activity period abroad. The table of support grant amounts to be given to students traveling to program countries are given below:

<b>Country groups</b>	<b>Host Country</b>	<b>Monthly Grant Tuition (Euro)</b>
1st and 2nd Group Countries	Germany, Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Cyprus, Netherlands, Ireland, Spain, Sweden, Italy, Iceland,	600

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	Liechtenstein, Latvia, Luxembourg, Malta, Norway, Portugal, Slovakia, Slovenia, Greece	
3. Group Countries	Bulgaria, Croatia, North Macedonia, Lithuania, Hungary, Poland, Romania, Serbia	450

- ★ The number of students to participate in the program is limited to the grant allocated to our University by the Turkish National Agency (UA). Students who cannot participate in the program because the amount of the grant is not sufficient will be able to participate in the program with their own means without receiving a grant, in the status of “Erasmus Student with Zero Grant” in proportion to the quota allocated by the host institutions.

**b) GRANT SUPPORT FOR TRAVEL EXPENSES**

Unlike previous calls, this year, a travel grant will be given to students depending on the distance between Ibn Haldun University and the partner institution. The distance will be calculated using distance calculator:

<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

Obtained “km” value	Standard Travel Grant Amount (Euro)	Green Travel Grant Amount (Euro)
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
4000 - 7999 km	1188	1188
8000 km and beyond	1735	1735

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\* **Green travel** means using low carbon emission transportation. This includes buses, trains, and car sharing. To qualify for green travel support, you need to use green transportation for both the outgoing and return trips, and more than half of your total journey must be done with green vehicles.

### **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 (Aile ve Sosyal Politikalar Bakanlığı) 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
- Those who receive an orphan/death pension
- Veterans, spouse and 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, Sosyal Yardımlaşma ve Dayanışma Vakıfları, Vakıflar Genel Müdürlüğü, Kızılay, AFAD are needed as proof during the Erasmus application)
- Disabled students
- Individuals whose parents or guardians receive disability or social assistance pensions, under the Law No. 2022, dated 01.07.1976 (65 Yaşını Doldurmuş Muhtaç, Güçsüz Ve Kimsesiz Türk Vatandaşları İle Engelli Ve Muhtaç Türk Vatandaşlarına Aylık Bağlanması Hakkında Kanun)
- Students with their first degree relatives or themselves receiving AFAD aid for disaster victims.

### **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:



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- If a student does not complete the participant survey (EU Survey), 20% of the total grant cannot be given, unless technical reasons were the cause.
  - 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.
  - The minimum duration of activity is a minimum of 2 months for each student. Those who leave the program before this period is completed will not be able to receive a grant unless there is **force majeure with official documents**. 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 the post-return transcript (ToR)) are not submitted, the mobility will be deemed **invalid** and the student will not be paid a grant; the previously paid grant will be reclaimed from the student.
3. Except for the common quotas, you can only apply from the quotas belonging to your department.
  4. Please carefully review the academic calendar of the institution you prefer and make sure that it is compatible with the IHU academic calendar.
  5. 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.
  6. Double major students who will apply for mobility must have completed at least 25 ECTS in their second major.
  7. The maximum duration of activity is 12 months for all students. Integrated doctorate students can have 24 months of activity duration.

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8. Students may waive financial support if they wish.
9. 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.
10. In cases not specified in the announcement, the rules in the Erasmus+ Implementation Handbook (2024 KA-131 Ulusal Ajans Uygulama El Kitabı) will apply.
11. **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 check our website <https://international.ihu.edu.tr/en/outgoing-study-mobility> or contact the Erasmus and International Programs Department with [appointment](#).

### **Erasmus and International Programs**

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