

**2021-2022 ACADEMIC YEAR  
(2022-2023 Fall + Spring Term)  
(2022 PROJECT)**

**APPLICATION FOR PARTICIPATING IN THE ERASMUS EXCHANGE PROGRAM**

Dear Students,

**Applications for the Erasmus Exchange Program have started. To make a complete and correct application, we recommend you examine the guide in detail.**

Please, visit the links below for FAQ.

**To complete your application, you need to upload the e-signed transcript document, which contains your current grade point average, to the system.**

The applications will be held between **February 15** and **March 21, 2022**.

Erasmus English Proficiency Exam will consist of **two-parts**.

The first exam will be in the written exam format and will be held **face-to-face** on **26.03.2022** at 09.00 at Kavack North Campus. The exam is held between **09.00-12.00**.

The second will be held in the same format as speaking exam and will be on the **Microsoft Teams** system on the **same day (26.03.2022)** as of 14:00.

**Students who took the written exam must take the speaking exam.**

**The exam will be evaluated as; 80% written exam result + 20% speaking exam result.**

**Written exams of the students who do not take the Speaking exam will not be processed.**

## **Application Guide**

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## What is Erasmus+ Program? What are the study and internship mobilities?

Erasmus+ is the European Union program that aims to promote higher education institutions to cooperate. Erasmus + program provides financial support for higher education institutions to develop and implement joint projects and provide education, knowledge, and skills by providing short-term student and staff mobility.

Students can take advantage of Erasmus + mobility as a **study** or **internship**.

Erasmus **study** mobility provides students with education and training activities for **one** or **two** semesters in the Higher Education Institution of an EU member country, **with whom the agreement is made**.

Erasmus **internship** mobility provides students with work experience in the professional field in which they have an education. Students can do an internship in a workplace or a higher education institution abroad for **at least two months**.

## What are the application criteria? Who can apply?

Requirements for applying to the Erasmus+ program are given below.

- You must be a **full-time student** enrolled in formal education.
- Students must have enough **ECTS** (European Credit Transfer System) for mobility.
- Undergraduate<sup>1</sup> students must have a Cumulative Grade Point Average (CGPA) of at least 2,20 out of 4,00.
- Graduate students must have a CGPA of at least 2.50 out of 4.00.

### **Important\*:**

- Student applications will be accepted twice as much as the number of quotas from each department. Since the agreements are made based on the department (area code), the faculty accepts the applications; English and Turkish programs of the same program in the faculty; **No distinction will be made between college and vocational school.**

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<sup>1</sup> *Prep-class and first-year students and students of Master's and Doctorate programs cannot benefit from this program during the preparatory and scientific preparation periods and the first semester they start their main education.*

- For example, if a department has 40 quota rights as a result of the agreements made, the application of a maximum of 80 students from that department will be accepted. The 80 people to be selected will be the students with the highest GANO among the faculty/school/vocational school students of the same department.
- Pre-application admissions will be made according to the GANO ranking and the list of students who will take the English exam will be published separately. [Click for the quota list.](#)
- All associate and undergraduate programs that do not have an agreement within the scope of learning mobility will be given a quota of 10 people for each department within the scope of internship mobility.

### How to Apply? Where can I see the result of my application?

The applications are made on the **MEBIS system**. **Application steps** are given below.

Students must upload an **up-to-date e-signed transcript document that shows the current CGPA** to the application system.

Therefore, you must request a transcript on MEBIS first.

#### First Step: Transcript Document Request

**In order to request a transcript.**

1. Log in to **MEBIS** and click the **STUDENTS** tab.
2. Click the **DOCUMENTS** tab.
3. Then click the **Add New Document Request (+)** and fill in the information. (Turkish Transcripts are accepted.)
4. Then click the **SAVE** button.

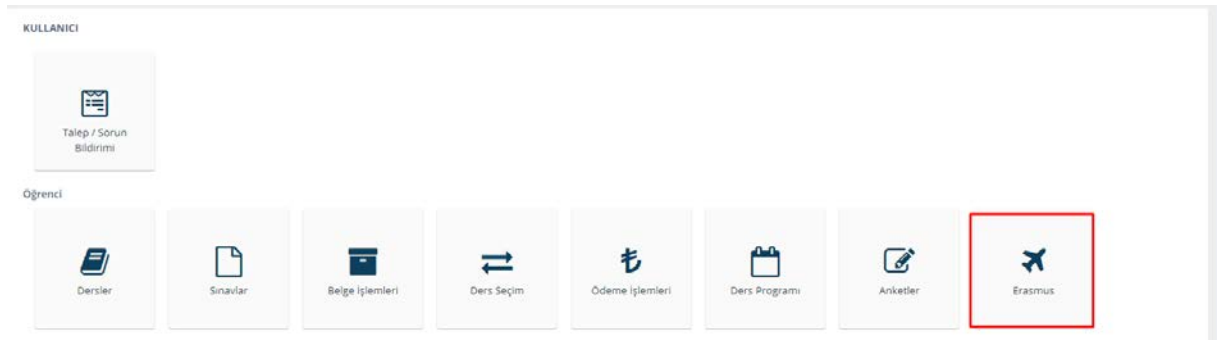
**To receive the transcript.**

Log into **MEBIS** and click the **STUDENTS** tab.

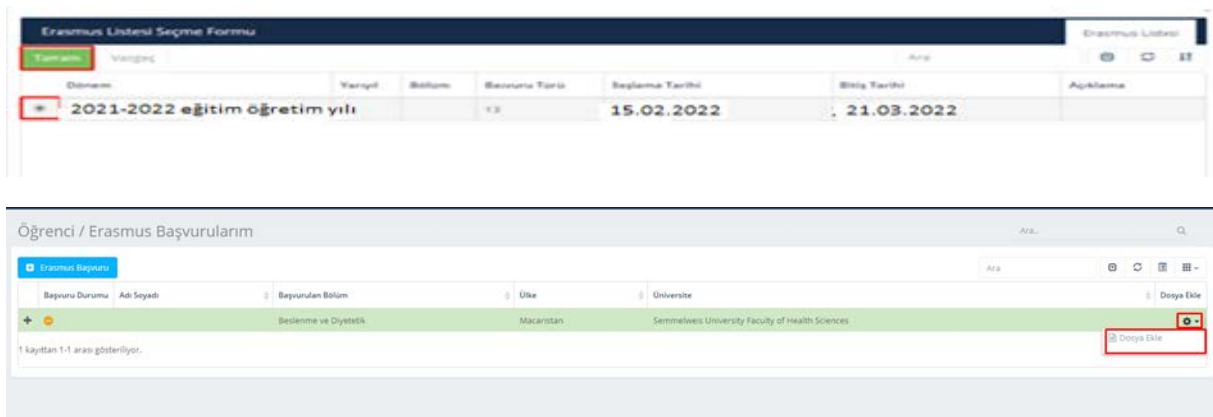
1. Click the **DOCUMENTS** tab.
2. If the status of the transcript is **READY**, you will see a download tab on the right side of the page. Click **DOWNLOAD** to download the e-signed document to your computer.
3. The document will be downloaded to your computer in PDF format. To open the document, PDF viewer programs must be available on your computer. ([Foxit Reader](#) or [Adobe Reader](#) etc.)

## Second Step: MEBIS Erasmus Application

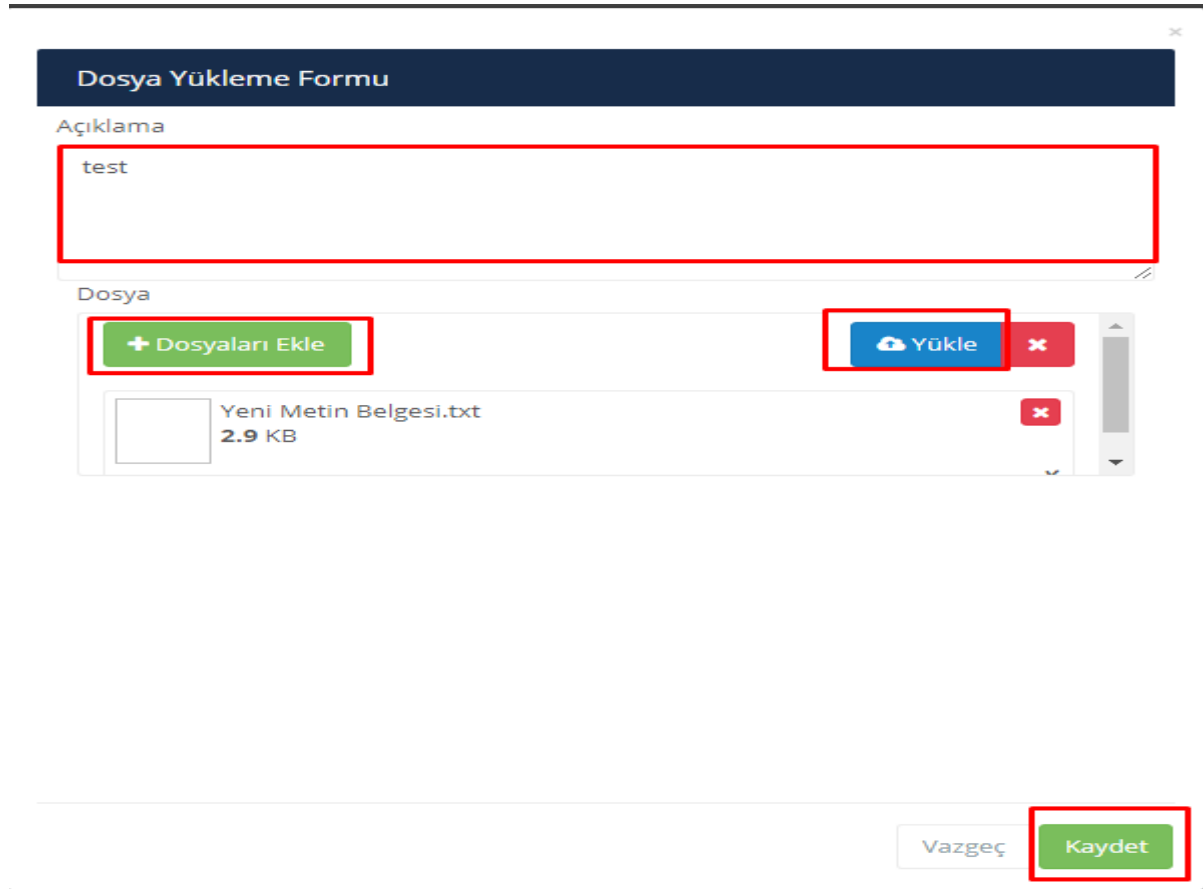
1. After logging into **MEBIS**, click the **ERASMUS** tab.



2. You can access the application form by clicking the '**ERASMUS APPLICATION**' tab



3. Click the 'ACTIONS' tab, then click the 'ADD FILE' tab to upload the transcript



**This application is open to all students and you will need to follow the University web page announcements to see if you are eligible to enter the English exam list. The exam list will be published after the applications are completed.**

### Third Step: Application Status Check

The coordinator will review your application. **In the case of missing documents, the application will be rejected.** If the documents are uploaded completely, the applications will be approved.

**You can check the status of your application on the system.**

## Öğrenci / Erasmus Başvurularım

Erasmus Başvuru

	Başvuru Durumu	Adı Soyadı
+	✓ <b>Başvuru Onaylandı</b>	HALİSE AY

1 kayıttan 1-1 arası gösteriliyor.

### What is the English Proficiency Exam? Which documents are accepted?

Istanbul Medipol University Language School will hold an English Proficiency Exam to test your English language proficiency.

The exam will consist of two parts. The first part will be written, the second part will be speaking exam

The exam will be held **face-to-face** on **Saturday, March 26th, 2022, at 09.00** on **Kavacık North Campus**.

Students who took the written exam **must take the speaking exam**.

**The speaking exam will begin at 14.00**

**The speaking exam will be held online on Microsoft Teams on Saturday, March 26, 2022, at 14:00.**

**The exam will be evaluated as: 80% written exam result + 20% speaking exam result.**

**The written exams of students who do not take the speaking exam will not be evaluated.**

**To go, it is required to get **at least 70** out of 100 on the English Proficiency exam.**

**The details will be announced by the Language School on their website prior to exam;**

<https://dilokulu.medipol.edu.tr/?lang=tr>

Equivalent exams will not be accepted for associate and undergraduate degree students in the 2022 Project application, and only the English proficiency exam result conducted by the University will be evaluated.

Graduate students, on the other hand, can submit their YDS, YÖKDİL, TOEFL-IBT results, which ÖSYM considers as equivalent, or they can take the English Proficiency Exam held by the Language School. Plus, points will not be added to equivalent exam results. The score obtained from TOEFL-IBT will be written by considering the equivalent YDS score.

The minimum scores accepted are 70 for YDS, 70 for YÖKDİL and 80 for TOEFL-IBT. Exam results taken within the last 5 years will be accepted. Graduate students are required to upload their language proficiency documents to the application panel on MEBIS with their up-to-date approved transcripts during the application period. Documents submitted after the application deadline will not be accepted.

### **What are the evaluation criteria?**

The following criteria obtained in the selection process of candidate students.

- The students who apply by meeting the minimum requirements are ranked starting from the highest score, considering the assessment criteria and weighted scores announced by the National Agency.
- **Students are evaluated within their departments or programs.**
- The evaluation criteria and weighted scores to be used in the evaluation of the applications are as follows.
- Out of a total of 100 points. (Final score)
- **Academic Success Level (CGPA) : %50**
- **Language Level : %50**

*Based on the final score.*

- For the children of martyr and veterans<sup>2</sup>: +15 points
- For disabled students (provided with the disability report): + 10 points
- For the students<sup>3</sup> who have been provided protection, care, or shelter within the scope of the Social Services Law No.2828: +10 points
- For the students who participate in the mobility program in the country of citizenship: - 10 points
- For the students who participated in the mobility program (with or without grant): -10 points
- For the students who applied for both types of mobility program at the same time (a reduction as applied to the mobility type preferred by the student): -10 points
- For the students who did not participate in the mobility program without a waiver notice, even though they were selected for the program: -10 points
- For the students who did not attend the meetings and the training organized by the University regarding the mobility program without an excuse (If they reapply for the mobility program): -5 points
- For the students who did not enter the proficiency exam without an excuse (If they reapply for the mobility program): -5 points
- ***Submitting acceptance letter for internship mobility during the application: +10 points.***

### **On which dates will the mobility program be held?**

The first mobility date is 01.06.2022 for the 2022 project.

### **Contact**

Erasmus Office

E-mail: [erasmus@medipol.edu.tr](mailto:erasmus@medipol.edu.tr)

Our office is located on the Kavacık North Campus, First floor, Block D

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<sup>2</sup> According to Article No. 21 of the Anti-Terrorism Law dated 12/4/1991 and numbered 3713, “public officials who are injured, disabled, killed or killed while performing their duties at home and abroad or as a result of carrying out these duties even if their titles have been removed” the spouses and children of those who lost their lives due to the coup attempt and the terrorist act on 15 July 2016 and the actions that followed this act, or the disabled civilians, as well as their spouses and children, in accordance with Article 7 of the Decree Law No. 667 of 23 July 2016. If their children apply for Erasmus+ student mobility, they will be prioritized.

<sup>3</sup> For prioritization, the students must submit a letter from the Ministry of Family and Social Policies regarding the protection, care, or shelter decision pursuant to Law No. 2828.