

ERASMUS+ TRAINEESHIP MOBILITY APPLICATION CALL

Students who want to do a traineeship within the scope of Erasmus Traineeship mobility during the 2020 - 2021 Academic year winter or summer terms, can do traineeship in the program countries, provided that they fulfil the necessary conditions.

Erasmus + Traineeship Mobility applications consist of two stages:

First stage; the application documents must be completed and the required success grade must be obtained in foreign language exams by meeting the prerequisites for application. The deadline for the submission of application documents to the International Office is **20 October 2020, 17:00**.

In the second stage; Students who successfully complete the first stage are required to submit their Letter of Acceptance to the International Office until **1 February 2021** from the company they will be doing traineeship.

What is Erasmus Traineeship Mobility?

Traineeship is the period during which a participant gains vocational training and / or working experience within a business or organization in another country participating in the program.

Traineeship activity aims to obtain practical work experience in the field of the students' professional study. It is not expected that the traineeship activity will be compulsory for the student's degree program. However, the economic sector to be trained must be a sector of the student's current vocational training program.

Minimum duration for traineeship mobility is 2 full months, maximum duration is 12 full months.

Students who apply before they graduate can do a traineeship for 12 months after their graduation.

Application Pre-requisites

1. Being a full-time student enrolled in a program of a HEI, in any education degree (primary, secondary or tertiary)
2. Having minimum 2.20 Grade Point Average out of 4.00 (unless it is specified otherwise in the inter-institutional agreement)
3. The total period of joining the Erasmus+ program at the same level should not exceed 12 months including the new one



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Application Documents



1. Application Form

The application form must be filled in electronically and sent from Istanbul Ayvansaray University student e-mail account (with @ stu.ayvansaray.edu.tr extension).

The Erasmus Department Coordinator should be consulted and informed about the application.

2. Transcript

Online transcript request: When requesting a transcript from the Student Information System (OIS), please write your e-mail address in the "explanation" section and your transcript will be sent to you by the Student Affairs Office via e-mail.

3. A photo

4. All documents should be sent by e-mail to hazalaltunkulp@ayvansaray.edu.tr . The original documents must be submitted to the International Office until the end of the 2020-2021 fall semester.

Selection

1. Applicants must take English exam conducted by the ASU Foreign Languages Department.

The minimum grade should be 50 out of 100.

2. See below for the other selection criteria:

- GPA: %50
- English Exam result: %50
- Students with disability (need to be documented): +10 points
- Students who are children of martyr or veteran soldier (need to be documented): +10 points
- Prior participation (with or without grant): -10 points
- Mobility participation in a country from which the student has a citizenship: -10 points
- Students who have been decided to protect, care or shelter under the Social Services Law No. 2828: + 10 points
- For students selected for mobility: Failure to attend meetings / trainings related to mobility organized by ASU without excuse (if the student reapplies to Erasmus): - 5 points
- Failure to participate in the mobility without a waiver notification while it is selected for mobility: -10 points
- Apply to two types of mobility (study and traineeship) at the same time (reduction is applied to the mobility type preferred by the student): -10 points



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- For students selected for mobility: Failure to attend meetings / trainings related to mobility organized by the Higher Education Institution (if the student re-applies to Erasmus): -5 points
- For students who declared to take the language exam without an excuse (if the student re-applies to Erasmus): -5 points

3. Taking into account the above criteria, an “Erasmus grade” is calculated for each student. In order to benefit from the mobility, the Erasmus score must be at least 50 out of 100.

4. The ranking of the students is done in the related department / faculty according to the quotas allocated to the department or faculties.

5. A student who passes the Foreign Language Exam and evaluation criteria and gets a valid grade will meet the condition of being a candidate Erasmus student of Istanbul Ayvansaray University. In order to be eligible to participate in the Erasmus + Internship Mobility, the Letter of Acceptance must be received from the company to be trained and submitted to the International Office. The list of students whose letter of acceptance is approved by the Erasmus Departmental Coordinators is announced by the International Office after the deadline of the submission of the acceptance letters.

Important Dates for Application

1. Deadline for submitting application documents: **20 October 2020, 17:00**

2. English Language Proficiency Exam – Written Part: **27 October 2020**

Listening and Speaking part: **28 October 2020**

The English Proficiency Exam will be held online on the E-Learning system (eogrenme.ayvansaray.edu.tr). Username is namesurname and password is TR ID number.

Exam time information will be announced later.

Important Notes

1. Please, follow the announcements for changes that may occur in the mobility processes according to the course of the Covid-19 outbreak.

2. Announcements will be published on the website and sent to the e-mail addresses you specified in the application form.

3. For detailed information about the Erasmus + Program (agreements, grants, etc.), please, follow the website.

<https://www.ayvansaray.edu.tr/en-US/internship/26749>