

ERASMUS+ STUDENT MOBILITY FOR TRAINEESHIPS APPLICATION ANNOUNCEMENT

(2021 AGREEMENT PERIOD/ PROJECT NUMBER: 2021-1-TR01-KA131-HED-000003042)

Important Dates

Announcement of Application Period	13.03.2023
Beginning of Applications	14.03.2023 / 09:00
Application Deadline	14.04.2023 /16:00
Compulsory Erasmus Language Exam (in English and German)	Written and Oral Exam: 18.04.2023
Announcement of Temporary Lists	24.04.2023
Waiver and Objection Period	24.04.2023-01.05.2023
Announcement of Final Lists	01.05.2023

***This call has been announced to collect the applications of whom would like to go mobility for traineeship activity during next summer (the activities should be completed latest on October 30, 2023).**

WHO CAN PARTICIPATE IN STUDENT MOBILITY FOR TRAINEESHIP?

For traineeship activity we don't have an agreement list. Students find the positions themselves.

- 1- All full-time students, who are registered in a **bachelor's degree** program, with a GPA of at least 2.20/4 can participate.
- 2- All full-time students, who are registered in a **master's and doctoral degree** program, with a GPA of at least 2.50/4 can participate.

HOW to APPLY?

- 1- For online application, please go to "erasmusbasvuru.ua.gov.tr". By logging in with your e-government account information, you can see our active call for traineeship mobility.
- 2- In "erasmusbasvuru.ua.gov.tr", you can find more information to support your application in the Help tab.
- 3- Please do not forget to upload the documents required during the evaluation of your application; otherwise it will not be considered. All students are expected to upload transcripts. In addition, if you have additional score-earning documents from the table below, please upload them. We will upload your English Exam result, after you take the English exam.

EVALUATION PROCESS AND THE ANNOUNCEMENT OF THE GRANTED STUDENTS

Erasmus student selection and granting is carried out by ranking the scores from the highest to the lowest, taking into account the evaluation criteria and weighted scores announced by the National Agency, among the students who meet the minimum requirements. The election results are announced in the application system. The criteria are described below:

Criteria	Score	→Details
<i>Academic Merit</i>	<i>%50 Over 100</i>	1
<i>Language Score</i>	<i>%50 Over 100</i>	2
<i>For the children of martyrs and veterans</i>	<i>+15 points</i>	3
<i>Students with disabilities (provided that the disability is documented)</i>	<i>+10 points</i>	4
<i>Students who have been granted protection, care or housing in accordance with the Social Services Law No. 02828 and the Child Protection Law No. 5395</i>	<i>+10 points</i>	5
<i>Submitting an acceptance letter for an internship place during the application</i>	<i>+ 10 points</i>	6
<i>Internships aimed at developing digital skills (DOTs) are prioritized</i>	<i>+5 points</i>	7
<i>Previously participating in the program</i>	<i>-10 points</i>	8
<i>Participation in mobility in the country of which the student is a citizen</i>	<i>-10 points</i>	9
<i>Non-participation in mobility without notification of waiver between predetermined dates, even though having been selected for mobility</i>	<i>-10 points</i>	10
<i>A student who applies for two types of mobility at the same time can choose from the preferred type of mobility</i>	<i>-10 points</i>	11
<i>Residence and kinship certificate within the scope of +10 points application due to the 6 February 2023 earthquake</i>	<i>+10 points</i>	12

→Details and Application Documents

- 1. Please upload your up-to-date transcript of records for the calculation of your academic merit.**
Please add the transcript showing that you are registered to 2022-2023 spring semester and the document which shows your graduation score from your previous cycle and overall score.
- 2. Language Exam**
A language exam (English or German) will be organized for all the applicants. All the applicants are obliged to attend to the exam. Only the ones who
 - Has a language exam score by Kent University by 2021-2022 Academic year or
 - Has at least 86 over 120 from TOEFL.

The language exam has two steps: the written and oral exams. The ones who got 70 over 100 are eligible to attend to the oral exam. Oral exam's effect on total language score is %50. Please indicate mailing to erasmus@kent.edu.tr, if you would like to take the exam in German.

3. For the children of martyrs and veterans

Please upload your scanned card to the application system that +15 score will be applied when calculating your final score

4. For disabled students

Please upload your report about your disability that +10 score will be applied when calculating your final score

5. Please upload your document that +10 score will be applied when calculating your final score

6. If you upload your acceptance letter from the firm that you plan to be a trainee, you would get +10 points.

Students are supposed to find the traineeship position and get an acceptance letter. This document should be uploaded to the application system.

Please be sure that the listed information is indicated in the acceptance letter:

- This activity is in the framework of Erasmus+ traineeship mobility
 - The period of mobility (This period should be minimum 60 days and max. 90 days of the mobility could be funded)
 - Subject of the traineeship or the traineeship position
 - If it helps developing digital skills, please indicate in the letter.
 - The place and name of the firm
 - Name, position and contact details of the supervisor.
7. This includes internships that experience one or more of the following activities: digital marketing (Eg. social media management, web analytics), digital graphics, mechanical and architectural design; application, software and code or website development; installation, maintenance and management of information systems and networks, cybersecurity, data analytics, data mining and visualization; programming, robotics and artificial intelligence trainings. This does not count towards general customer service, claim creation, data entry or routine office duties. +5 points are applied if it is stated in your acceptance letter. [Click](#) for more information.
8. Previous participation causes -10 points.
9. If you are going to go to the country of your origin, this causes -10 points.
10. Please indicate during application.
11. Please indicate during application.
12. Please indicate during application.

COUNTRY OF DESTINATION AND GRANTS

1- Individual Support Grant: Students who are entitled to mobility as granted are supported with an individual support grant, which will contribute to the expenses to be incurred during the Erasmus mobility process, for a maximum of 3 months for internship activity.

Country Groups	Mobility Countries	Monthly (Traineeships-Euro)
1. and 2. Group Program Countries	Denmark, Finland, Ireland, Sweden, Iceland, Liechtenstein, Luxembourg, Norway, Germany, Austria, Belgium, France, Southern Cyprus, Netherlands, Spain, Italy, Malta, Portugal, Greece	750
3. Group Program Countries	Bulgaria, The Czech Republic, Estonia, Croatia, Latvia, Lithuania, Hungary, North Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Turkey	600

2- Additional Grant Support: Additional Grant Support may be provided to disadvantaged participants in addition to the grant they deserve. In order to be able to grant the individuals, the disadvantaged participant should be defined as an individual with limited economic and social opportunities and who fits into the following sub-categories.

- 1) The participants who have a decree of protection, care or housing in accordance with Law No. 2828 of the Ministry of Family and Social Services (provided that it is documented).
- 2) Students for whom protection, care or accommodation decision has been taken within the scope of Child Protection Law No. 5395
- 3) Those who do not have other parent income and receive an orphan's pension
- 4) Being the children of martyr and/or veterans
- 5) It is sufficient to submit a document proving that the student received financial support from municipalities, public institutions and organizations (Ministries, Social Assistance and Solidarity Foundations, General Directorate of Foundations, Kızılay, AFAD) when applying for Erasmus to himself or to his family).
- 6) Disabled students
- 7) Students who have one of their parents or their guardians, who are over 65, and who receive disability or needy pension within the scope of the Law No. 2022, dated 01.07.1976, on Pensions for Needy, Powerless and Orphaned Turkish Citizens and Disabled and Needy Turkish Citizens

3- Travel Support

In addition, if students/new graduates prefer green travel, an additional one-time grant of 50 Euros and an individual support grant for travel days up to 4 days can be given. [Click](#) for more information about green travel.

Advice that could help you to find traineeship position

Istanbul Kent University encourages your mobility abroad for traineeship activity by supporting your 2-3-month internships in Erasmus+ Program Countries* from the Erasmus+ budget.

We recommend that you find your internship location before applying for the grant. This will give you an advantage in grant distribution. Below is some information that will help you find an internship.

When choosing an institution, please note that the suitability of your internship location must be approved by the department/program chair.

Do not forget to take a look at these two presentations that will support you in your correspondence while searching for an internship place:

- [how to write official e-mail](#)
- [how to write motivation letter](#)

*EU Member States and Third Parties Associated to the Programme

The receiving organization may be in public, private, non-profit or educational sector:

any public or private organization active in the labour market or in the fields of education, training and youth. For example:

- a public or private, a small, medium or large enterprise (including social enterprises);
- a public body at local, regional or national level; – a social partner or other representative of working life, including chambers of commerce, craft/professional associations and trade unions;
- a research institute;
- a foundation;
- a school/institute/educational centre (at any level, from pre-school to upper – secondary education, and including vocational education and adult education);
- a non-profit organization, association, NGO;
- a body providing career guidance, professional counselling and information services;
- a Program Country Higher Education Institution awarded with an Erasmus Charter for Higher Education.

The following types of organizations are not eligible as host organizations:

- EU institutions and other EU bodies including specialized agencies (their exhaustive list is available here)
- Organizations managing EU programs (e.g. National Agencies)

1- You could examine the traineeship databases:

<https://erasmusintern.org/>
<https://www.praxisnetwork.eu/>
<https://ec.europa.eu/eures/public/en/homepage>
<https://www.leo-net.org/>
<http://globalplacement.com/>
<https://www.trainingexperience.org/>
<https://www.vault.com/>
<https://europe-internship.com/>
<http://www.internship.muni.cz/>
<http://www.europacement.com/>
<http://placementinportugal.com/>
<http://www.placementslovakia.com/current-vacancies/long-term-internships>
[Direktorenhaus in Berlin](#)

Check Wageningen University and Research [website](#), general info part for some placement ideas

These databases/sites allow you to search easily and quickly between a high number of positions. The best strategy is to choose the most sympathetic positions and get in touch with the employer/organization directly.

- 2- **Many transnational companies and international institutions have internship programs, which are constantly advertised on their websites.**
- 3- **Spontaneous application.**

You may find the place where you would most like to do your internship, not by looking at specific positions. In this case, write to the selected company/organization/institution and inquire about the internship opportunities. When contacting them, you can highlight that you will apply for the Erasmus + traineeship scholarship/ have already won the scholarship. Point out that the framework of your internship will be governed by a tripartite agreement (you, Istanbul Kent University, and the host institution: selected company or organization).

Sources:

<https://www.elte.hu/en/outgoing-mobility/erasmus/traineeship>

<https://www.wur.nl/en/education-programmes/study-abroad-and-exchange-students/outgoing-from-wageningen-university/erasmus-grants-for-internship-thesis.htm>

COVID-19 PANDEMIC AND MOBILITY

Due to the Covid-19 Pandemic, students' mobility is affected as part of force majeure. If the course of the pandemic worsens, there is a risk that the host institutions will not accept students, regardless of Istanbul Kent University. If the course of the pandemic worsens, there is a

risk that countries where the host institutions are located (consulates in the visa process, customs, airports), will not accept students, regardless of Istanbul Kent University. Some countries require **PCR test, vaccination passport, mandatory quarantine** when travelling. These requests are constantly updated. PCR testing and mandatory quarantine accommodation fee **is the liability of the student**.

FOR MORE DETAILED INFORMATION:

For all the details about Student Mobility for Studies and Traineeships, including period after the selection, please see; <https://www.kent.edu.tr/presentations-101489> and read carefully Erasmus+ Introductory Presentation of the 2021 Project. Furthermore, please see <https://www.kent.edu.tr/road-map-for-k103-student-study-mobility-101497> and <https://www.kent.edu.tr/road-map-for-k103-student-traineeship-mobility-101498>.

Hereby announcement has been prepared based on the Erasmus+ Program Guidebook of the National Agency of Turkey. https://www.kent.edu.tr/content/files/01_2022%20Y%C4%B1%C4%B1%20Uygulama%20El%20Kitab%C4%B1.pdf When the information on the announcement text is lacking, the Guidebook of Erasmus+ Program of the National Agency of Turkey will be the applicable and valid reference source.

For more information, you can send an e-mail to erasmus@kent.edu.tr.