



2017-2018 ACADEMIC YEAR MEVLANA EXCHANGE PROGRAMME SCHEDULE



For the academic year of 2017-2018, the application calendar of the Mevlana Exchange Programme below includes the details of the application period. Students and academic staff from the universities with which Yıldız Technical University have signed a Mevlana Protocol can apply for the exchange mobility.

Call for Exchange in Higher Education Institutions/ Receiving the applications for the Exchange Programme/ Assessment of Applications	13.02.2017 – 24.02.2017
Assessment of Applications	24.02.2017– 03.03.2017
Reporting the assessment results to the Council of Higher Education in Turkey	10.03.2017

Who can benefit from Mevlana Exchange Programme?:

1. The students registered in formal education programmes in Associate Degree, B.A, M.A and PhD level at higher education institutions in a foreign university (on condition that the higher education institutions signed a bilateral Mevlana Exchange Protocol) may benefit from Mevlana Exchange Programme.
2. All academic staff who work in a foreign higher education institution, on condition that the higher education institutions signed a bilateral Mevlana Exchange Protocol, may benefit from Mevlana Exchange Programme. In the scope of mobility, academic activities of academic staff cannot be less than total six hours weekly.
3. In hourly calculation of the activities performed by academic staff, courses are considered. If course hours do not complete six hours, academic activities like seminars, panels or conferences are evaluated in this context. Academic staff mobility plans, which do not contain any lectures, shall not be considered within Mevlana Exchange Programme and accepted for the Exchange.

Application Requirements of Mevlana Exchange Programme Student:

1. Students should be studying at associate degree, bachelor degree, master degree or PhD degree of any higher education programmes
2. Grade point average (GPA) of associate degree and undergraduate students must be at least **2,5** on a 4 point scale.

Grade point average (GPA) of graduate students (MA, PhD) must be at least **3,00** on a 4 point scale.

3. The final score is calculated according to the formula below:

Mevlana Exchange Programme Score = 50% GPA + 50% of valid language score

4. The students studying in their first year at associate or bachelor degree and the students of preparation classes and scientific preparation programmes of graduate degrees cannot participate in this programme at their first semester.

Other Aspects Related to Mevlana Exchange Programme:

1. Students may apply to the Mevlana Exchange Programme Coordination Office of his/her university after filling the required forms properly. Students may study abroad for one (minimum) or two (maximum) semesters. Semester periods may be different considering the education systems, but the total exchange period cannot exceed one academic year.
2. All academic staff, working in higher education institutions with Mevlana Exchange Protocol, may apply to Mevlana Exchange Programme Coordination Offices of their institutions. Academic staffs may participate in Mevlana Exchange Programme, and they may lecture abroad from two weeks (minimum) to three months (maximum).
3. Students do not pay any tuition fees to the host institution during the programme, but they continue to pay the obligatory tuition fees to their home institutions. They do not pay any extra fee to the host institution within the scope of the exchange programme. In addition, they continue to take their other scholarships and grants in their home countries and they have to do registration in their home institutions.

Documents Required For The Application:

The documents required for the application should be submitted to YTU Mevlana Office by e-mail (mevlana@yildiz.edu.tr) until **24.02.2017**.

For Students:

Students should submit the following documents:

1. **Candidate Student Application Form**
2. **Student Information Form**
3. **Up-to-date Transcript of Records**
4. **Valid Language Assessment Record**

Language Records that are accepted:

- ❖ TOEFL-IBT (valid for 2 years after the test date): **72** (minimum)
- ❖ If English is one of the official languages of your country, please provide a score of English class taken from a nationally recognised institution.

For Academic Staff:

Academic staff should submit the following documents:

- 1. Academic Staff Information Form**
- 2. Academic Portfolio**, including details about the courses given, of publications and projects carried out

The documents required for the application process can be found on the YTÜ Mevlana Exchange Programme website (<http://www.mevlana.yildiz.edu.tr/en/mevlana/1/Application-Process/108>) and also on the official website of the Council of Higher Education (<http://www.yok.gov.tr/en/web/mevlana/belgeler>).

Scholarship:

- For the academic year of 2017-2018, students awarded with a Mevlana scholarship will be paid **900 TL** monthly.
- 80% of total scholarship will be pre-paid at the beginning of mobility period. For the student's remaining scholarship payment, the ratio of total credits of the succeeded courses to the courses that the student is obliged to take as obligatory courses will be considered.

Grants for Academic Staff:

REGIONS/ CONTINENTS	Daily Allowance for Professors, Associate Professors, and Assistant Professors	Daily Allowance for other academic titles (Research Assistants, Lectures, etc.)	Allowance for Travel Expenses
Asia-Pacific, Latin America, North America	50 TL	40 TL	4.000 TL
Sub-Saharan Africa, Central Asia	50 TL	40 TL	3.000 TL
Europe, South Caucasia, South Asia, Middle East, North Africa	50 TL	40 TL	2.250 TL