

# Erasmus / Exchange Program



# Erasmus Exchange Program

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## Who can apply?

- UG: CGPA > 2,50
- UG students who are currently in their minimum 3<sup>rd</sup> or maximum 5<sup>th</sup> registration semester are eligible to apply

- **Important Note:**

You are **not** allowed to go to the Erasmus/Exchange if you haven't taken the courses in your Third-Year 1<sup>st</sup> Semester (i.e. MAN 321, MAN 335, MAN 341 & MAN 361) at Bilkent! It is your responsibility to have this condition!!!

In other words, you can go to the Erasmus/Exchange either in your **Third-Year 2<sup>nd</sup> Semester** or **Fourth-Year 1<sup>st</sup> Semester**. Please make your planning accordingly. There will be no exception!



# Erasmus Exchange Program

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## Who can apply?

For the Graduate Students:

- Graduate: CGPA > 3,00
- Graduate students who have completed at least one semester at Bilkent University are eligible to apply
- BOTH **UG** and **Graduate** students must spend their final semester before graduation at Bilkent University



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## Course selection

Students will be able to transfer the credits for the courses that they have taken during their exchange period to their Bilkent curriculum. There are some restrictions.

- UG students have to take the following courses **at Bilkent University**:

- MAN 213 Principles of Financial Accounting
- MAN 321 Corporate Finance
- MAN 335 Fundamentals of Marketing
- MAN 341 Production Management
- MAN 361 Organization Theory

- Graduate students must consult their advisors



# Erasmus Exchange Program

## Erasmus Partners - [FBA website](#)

- ✎ FBA has exchange agreements with universities in Europe, the Americas, Asia, and Australia.
- ✎ FBA students are eligible to apply for an Erasmus exchange period to be spend at our Erasmus+ Partners.
- ✎ Students may also apply for a Global exchange period at our [partner institutions](#) around the world.
- ✎ Our international partners have been carefully selected and are institutions with high quality education and research programs.



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- Paying the regular Bilkent tuition or having a scholarship covers the tuition abroad, but students are responsible for:
    - Travel
    - Accommodation
    - Living expenses
    - Visa
    - Health Insurance
    - Residence Permit
- Mobility grant covers **part** of the expenses
- The students **THEMSELVES** are responsible for their application procedure to the host institution, visa, accommodation and residence permit applications;



# Erasmus Exchange Program

*Grant amounts  
will be updated!!!*

**Only some  
lucky students  
will receive an  
ERASMUS  
grant!!!!**

Countries by Living Costs	Host Country	Student Mobility Grant (per month)	Student Placement Grant (per month)
<b>1. Group &amp; 2. Group</b>	U.K., Denmark, Finland, Ireland, Sweden, Iceland, Liechtenstein, Luxemburg, Norway, Germany, Austria, Belgium, France, Southern Cyprus, Netherlands, Spain, Italy, Malta, Portugal, Greece	500,-€	600,-€
<b>3. Group</b>	Bulgaria, Czech Republic, Estonia, Croatia, Latvia, Lithuania, Hungary, Macedonia, Poland, Romania, Slovakia, Slovenia, Türkiye	300,-€	400,-€



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- Application deadline: **20 November 2023 @ 17.00**
- For 2024-2025 Academic Year: you should do your applications from **two online portals including** E-Devlet platform.
- Applicants must submit their applications to **both** the NA's **<https://erasmusbasvuru.ua.gov.tr/> portal**, together with our former online application portal, **<http://app.erasmus.bilkent.edu.tr/>** to have a valid application.
- Applications that are not submitted to <https://erasmusbasvuru.ua.gov.tr/> are not eligible and will not be evaluated.





# Erasmus Exchange Program

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- All applications should be done online:
  - Your CV
  - Statement of purpose including **proposed course selections** at your university choices.
  - Please note that you have to determine **five university** choices while you are making your application. Hence do your research accordingly!



# Erasmus Exchange Program

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- For the Graduate students:
- All applications should be done online:
  - Your CV
  - Statement of purpose including **proposed course selections** at your university choices.
  - Please note that you have to determine **five university** choices while you are making your application. Hence do your research accordingly!
- Graduate students additionally need to upload an approval letter from their thesis advisors for their participation to the Erasmus+ Program!!!
- **For MS programs:** You should find a thesis advisor at the partner university- **before going!**



# Erasmus Exchange Program

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- We are using a program which can access the students database and calculate the students ranking.
- The ranking criteria:
  - CGPA 50%
  - Language proficiency 50%
    - 25% Eng 101
    - 25% Eng 102
- After placement and nominations, the more complex application procedure to the partner institutions starts!!!!
- Erasmus documentation:
  - Learning Agreement (WORD)
  - Pre Approval Form (WORD)
  - Official Dates Form (WORD)



# Erasmus Exchange Program

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- Qualified students' CGPAs will be checked by the Office of International Students and Exchange Programs at the end of **Spring 2024** for **Fall 2024 outgoings** and at the end of **Fall 2024** for **Spring 2025 outgoings** to make sure that they are still qualified to participate in the program
  
- **Important Notes:**
  - ECTS stands for *European Credit Transfer and Accumulation System* and is the standard credit system across the European Union
  - You are required to take courses worth of at least **30 ECTS** (at the partner university) = **25 ECTS** (5 Courses at Bilkent- 15 Bilkent credits )
  - ✓ In order to transfer a course, you **SHOULD** get the **grade to graduate** in the partner university!!!



# Erasmus Exchange Program

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## o Important Notes:

- Fill out your "Pre-Approval Form" & "Learning Agreement"
- Approval process will be **ONLINE**- You should get your approval from your Academic Erasmus/Exchange Coordinator (Ceren Aydogmus, Tolga Baycan)
- Don't wait until last day for the preparations: Draft pre-approval form & the course syllabuses at the partner university.
- If you need to change a course after you arrive at host institution:
  - Ask for approval of your Exchange Coordinator via email.
  - Fill out the "During Mobility" part of your Learning Agreement
- Consult Ms. Elif Ünsal from OISEP @ Registrars Office for all other documentation
- Procedures and checklist at <http://www.bilkent.edu.tr/bilkent/erasmus/index.html>



# Erasmus Exchange Program

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- If you are planning to go to a university where the language of instruction is different than English and you want to take courses in their native language, you will also need to submit an official certificate proving your proficiency level in that language.
- The minimum level should be B2. For those who do not have a certificate proving their proficiency, an exam will be held in German, French, Italian, and Spanish.
- Exam dates & times will be announced on the web page of Bilkent University / Exchange Programs.



# Erasmus Exchange Program

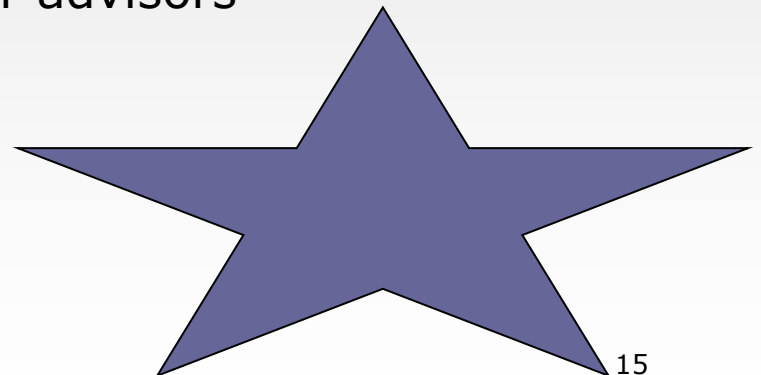
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- o **UG students must take:**

- 6 Unrestricted Major Elective
- 1 Marketing Elective
- 1 Finance Elective
- 1 Arts Core Elective
- 1 Science Core Elective
- 1 Social Science Core Elective
- 1 General Elective Course

**CHOOSE YOUR  
UNIVERSITY AND  
COURSES IN LINE WITH  
YOUR CURRICULUM**

- o Graduate students must consult their advisors





# Erasmus Exchange Program

ANY  
QUESTIONS?

## **Academic Exchange Coordinators:**

- Ceren Aydogmus: [caydogmus@bilkent.edu.tr](mailto:caydogmus@bilkent.edu.tr)
- Tolga Baycan: [baycan@bilkent.edu.tr](mailto:baycan@bilkent.edu.tr)

## **International Partnerships Coordinator:**

- Buket Bıyıklı: [buket.biyikli@bilkent.edu.tr](mailto:buket.biyikli@bilkent.edu.tr)

## **Office of International Students and Exchange Programs:**

- Erkin Tarhan: [terkin@bilkent.edu.tr](mailto:terkin@bilkent.edu.tr)
- Elif Ünsal: [elif.unsal@bilkent.edu.tr](mailto:elif.unsal@bilkent.edu.tr)  
Location: OISEP @ Registrar's Office