

ERASMUS+ WORLDWIDE

Sabancı
Universitesi



Erasmus+



ERASMUS+ WORLDWIDE

Cooperation under:

- Student Mobility for Semester Exchange
- Staff Mobility for Teaching Activity (only Academic Staff)
- Staff Mobility for Training Activity (Administrative or Academic Staff)

ERASMUS+ WORLDWIDE

Project Dates: 01.08.2020-31.07.2023

Project Duration: 36 Months

Duration of Mobility:

Student Mobility for Semester Exchange: Min.3 Months-
Max.12 Months

Staff Mobility (Teaching and Training Activities): Min. 5 days-
Max. 60 days

PROJECT MANAGEMENT

As a project coordinator Sabancı University International Relations Office is responsible for;

- Reporting to Turkish National Agency and European Commission
- Informing partner universities for the rules and procedures determined by the Turkish National Agency.
- Following the application calls and selection procedures at the partner university
- Filing all documents regarding the mobility procedures
- Budget and payment procedures for all participants
- Guiding partner universities for promotional materials and dissemination activities

PROJECT MANAGEMENT

Project partners are responsible for;

- Following the rules of the program during the application calls and selection procedures
- Following the project timeline
- Announcing the program details to potential applicants on time
- Providing required documents to the project coordinator to prove fair and transparent selection procedures
- Guiding participants to prepare required mobility documents
- Preparation of promotional materials and dissemination activities in coordination with SU

PREPARATION FOR THE PROJECT

- SU informs the partner university for the available budget and number of quotas for the participants.
- Signature procedure of Inter-institutional Agreement
- SU will provide template Mobility Documents and guidelines

IMPLEMENTATION OF PROJECT

Announcement to Applicants

- Announcement should be done minimum 20 days before the application starts and the application period should be open for minimum 15 days.
- Announcement should include details of the eligibility criteria, quota based on faculties or departments, calculation of placement points, available grant, special need support.
- Announcement should be posted university wide and added to the relevant websites or medium.
- Partner university sends the screen-shots of the announcement and copy of the e-mailings to the SU IRO.

IMPLEMENTATION OF THE PROJECT

Selection Procedures and Documents

- Selection procedure should be fair and transparent. Selection criteria should be same and equivalent for all applicants.
- Selection committee should be formed and appointed by the President. Appointment Letter should be provided to the project coordinator.
- Selection committee consists of 3 permanent member and 2 substitute member
- Selection results are reported to the project coordinator by filling out the selection committee report

IMPLEMENTATION OF THE PROJECT

Mobility Documents and Other Important Notes

- Both parties are responsible for Erasmus+ Charter (stated on Erasmus+ IIA, section D) and must follow the rules of the program.
- Participants should complete the required documents before and after the mobility.
- Mobility documents will be notified to the participants before the mobility.
- Participants should be selected in line with the assigned quota.
- Both parties guarantees the full recognition of the courses taken at the partner university.
- For staff mobility host departments should be confirmed with SU

ACADEMIC UNITS AT SU

UNDERGRADUATE PROGRAMS

- School of Management
- Faculty of Arts and Social Sciences
- Faculty of Engineering and Natural Sciences

GRADUATE PROGRAMS

- Graduate School of Management
- Graduate School of Engineering and Natural Sciences
- Graduate School of Social Sciences

PROJECT BUDGET

- Project Budget should be used based on the assigned quota and mobility flow/type.
- If required, budget could be transferred between mobility types or flows upon mutual confirmation.
- Grant payments can not be done unless required documents are submitted
- Payment for the participants will be done upon the arrival to Turkey.

ERASMUS+ GRANT

INDIVIDUAL SUPPORT FOR INCOMING STUDENT AND STAFF

Student Mobility	800 € (Monthly)
Staff Mobility	140 € (Daily Grant)

TRAVEL GRANT

Distance (km)	Travel Grant (€)
20-99	20
100-499	180
500-1999	275
2000-2999	360
3000-3999	530
4000-7999	820
8000+	1500

MORE INFORMATION

- **Fact Sheet:**

https://iro.sabanciuniv.edu/sites/iro.sabanciuniv.edu/files/su_fact_sheet_20

- **Academic Programs:**

<https://iro.sabanciuniv.edu/en/academicprograms>

- **Website:**

<https://iro.sabanciuniv.edu/>

<https://www.sabanciuniv.edu/en>

MORE INFORMATION

- **National Erasmus+ Offices in Partner Countries:**

https://eacea.ec.europa.eu/erasmus-plus/contacts/national-erasmus-plus-offices_en

- **Program Guideline for HEI's in Partner Countries:**

https://ec.europa.eu/programmes/erasmus-plus/resources/documents/erasmus-international-credit-mobility_en

CONTACT INFORMATION

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