**CHECKLIST**

**Erasmus+ Incoming Student Mobility for Studies**

**Full Year (September - July)**

Further information may be found on the website: [www.erasmus.yildiz.edu.tr/en](http://www.erasmus.yildiz.edu.tr/en)

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| **Plan your mobility / Before nomination** | | | |
| **What?** | **When?** | **How?** |  |
| **Check your eligibility** | Before nomination  Make sure if there is an Erasmus agreement for your department and check the course catalogue of YTU for your planned mobility | [Requirements](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Requirements/462) |  |
| **Language requirements** | Before nomination  Language of instruction is Turkish and English |  |
| **Nomination by your home university** | There is not a deadline for nomination but it should be before the application period ends, leaving you enough time for the application |  |

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| **Before the Mobility** | | | |
| **What?** | **When?** | **How?** |  |
| **Online application** | **15 May – 15 July**  Upon nomination, you will receive an e-mail about the online application procedure at YTU | [Application](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Application/463) |  |
| **Learning Agreement** | Prepare the Learning Agreement before the mobility | [Courses](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Courses/464) and  Learning [Agreement](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Learning-Agreement/465) |  |
| **Visa** | Find out about the requirements as early as possible | [Visa](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Visa-and-Residence-Permit/472) |  |
| **Accommodation** | After you are accepted  YTU does not provide any dormitories but Yıldız ESN may give you some ideas. | [Accommodation](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Accommodation/474) |  |
| **Health insurance** | Make sure you have an adequate health insurance for your stay abroad before your arrival | [Health Insurance](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Health-Insurance/473) |  |
| **OPTIONAL: Turkish language course** | TÖMER offers free Turkish courses for Erasmus students. You can add this course to your Learning Agreement | [Turkish Course](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Turkish-Language-Course/466) |  |

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| **Before the beginning of the semester** | | | |
| **What?** | **When?** | **How?** |  |
| **Register for courses** | Starting approx. September, often ending mid-/end September.  Research as early as possible when the course registration opens! | [Registration](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Registration/468) |  |
| **OPTIONAL: Sport courses or university teams** | YTU offers sport courses. Sign up in the registration period | [Sports](http://www.erasmus.yildiz.edu.tr/page/Practical-Information/Sports/480) |  |
| **(recommended) Arrival in Istanbul** | Before the course registration period | [Orientation](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Orientation/469) |  |
| **Orientation** | One week before the courses start  You will receive an invitation e-mail | [Orientation](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Orientation/469) |  |
| **OPTIONAL: Sign up for the ESN Buddy System** | Before the semester starts  Erasmus Student Network (ESN) offers a Buddy System, which connects students of YTU with exchange students. | [ESN Yıldız](http://www.erasmus.yildiz.edu.tr/page/Practical-Information/ESN--Erasmus-Student-Network-/486) |  |

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| **Fall Semester** | | | |
| **What?** | **When?** | **How?** |  |
| **Beginning of the semester** | **September** | | |
| **Contact departmental coordinator** | **Upon your arrival**  Please contact and meet your departmental coordinator | [Departmental Coordinators](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Departmental-Coordinators/467) |  |
| **Course changes** | **in 4 weeks after the courses start**  You should delete the courses which are not offered and you can add some new courses | Learning [Agreement](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Learning-Agreement/465) |  |
| **Residence permit** | **within 30 days upon arrival** | [Residence Permit](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Visa-and-Residence-Permit/472) |  |
| **Student clubs** | You can join the student clubs you are interested in | [Student Clubs](http://www.erasmus.yildiz.edu.tr/page/Practical-Information/Student-Clubs/543) |  |
| **End of lectures** | **December** |  |  |
| **Examination Period** | **January** |  |  |
| **End of the semester** | **End of January** |  |  |

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| **Semester Holiday (Mid-January – Mid-February)** | | | |
| **What?** | **When?** | **How?** |  |
| **Possible modification of Learning**  **Agreement for the spring semester,**  **contact departmental coordinator, sign**  **Learning Agreement** | in case of changes  **in 4 weeks after the courses start**  You should delete the courses which are not offered and you can add some new courses | Learning [Agreement](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Learning-Agreement/465) |  |
| **Register for courses** | **often starting approx. end January, ending begin./mid February**  Research as early as possible when the course registration opens! | [Registration](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Registration/468) |  |

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| **Spring Semester** | | | |
| **What?** | **When?** | **How?** |  |
| **Beginning of the semester** | **February** | | |
| **Certificate of Departure** | Check back with your home university if you need a Certificate of Departure and if so, if you are required to fill in a particular form.  **well before your departure**  It is not possible to confirm the dates without the personal de-registration!  at the earliest 5 days before ending your study related activities | [End of Stay](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/End-of-Stay/475) |  |
| **De-registration** | **Before departure** | [End of Stay](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/End-of-Stay/475) |  |
| **End of lectures** | **May** |  |  |
| **Examination Period** | **June** |  |  |
| **Transcript of Records** | **in 4 weeks after the examination period**  Once all your marks have been registered in your USIS/GSIS account by the professors | [End of Stay](http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/End-of-Stay/475) |  |
| **End of the semester** | **End of June** |  |  |