**CHECKLIST**

**Erasmus+ Incoming Student Mobility for Studies**

**Spring Semester (January - July)**

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

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|  **Plan your mobility / Before nomination**  |
| **What?** | **When?** | **How?** |  |
|  **Check your eligibility** | Before nominationMake 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 nominationLanguage 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 October – 15 December** 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 acceptedYTU 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 courses** | TÖMER offers free Turkish courses for Erasmus students. |  [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 startYou 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 startsErasmus 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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|  **Spring Semester** |
| **What?** | **When?** | **How?** |  |
| **Beginning of the semester** |  **February** |
| **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) |  |

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|  **End of Semester** |
| **What?** | **When?** | **How?** |  |
|  **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.**Before 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** |