

## Institutional Information Sheet

### General Information

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| Erasmus ID Code                           | TR ISTANBU07  |
| PIC Number / OID Number                   | 997203651 / E10192272   |
| University                                | Yildiz Technical University / Yıldız Teknik Üniversitesi (YTU)  |
| Website                                   | <a href="http://www.yildiz.edu.tr">www.yildiz.edu.tr</a>  |
| Address                                   | Yıldız Teknik Üniversitesi Davutpaşa Kampüsü Erasmus+ Program Birimi<br>Taş Bina A-1003/1004 Esenler 34220 İstanbul Türkiye                           |
| Office                                    | Erasmus+ Programme Unit   |
| Website                                   | <a href="http://www.erasmus.yildiz.edu.tr/en">www.erasmus.yildiz.edu.tr/en</a>  |
| for Incoming Mobility                     | Tel. +90 212 383 39 37 / <a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>   |
| for Outgoing Mobility                     | Tel. +90 212 383 39 32/ <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a>  |
| for Internship                            | Tel. +90 212 383 39 36/ <a href="mailto:erasmus-staj@yildiz.edu.tr">erasmus-staj@yildiz.edu.tr</a>  |
| for ICM (KA171)<br>Non-European countries | Tel. +90 212 383 39 32/ <a href="mailto:icm@yildiz.edu.tr">icm@yildiz.edu.tr</a>  |
| Departmental Coordinators                 | <a href="https://erasmus.yildiz.edu.tr/page/16/Departmental-Coordinators/745">https://erasmus.yildiz.edu.tr/page/16/Departmental-Coordinators/745</a> |

### Nomination

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| By e-mail  | <a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>  |                     |
| Deadline   | <b>Fall semester/full year</b>  | <b>30 April</b>     |
|  | <b>Spring semester</b>  | <b>30 September</b> |
| Required data  | Full name (as written in the passport)<br>Date of birth<br>E-mail address<br>Period of stay (Full year/ Fall semester/ Spring semester)<br>Sending institution (name and ID code)<br>Department<br>Study cycle (First/Second/Third) |                     |
| Erasmus office informs the students and the sending institution about the application procedure by e-mail soon after the nomination. |   |                     |

### Application

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| Application        | <b>Online</b>   | <a href="http://www.ytuerasmus.yildiz.edu.tr">www.ytuerasmus.yildiz.edu.tr</a> |
| Application Period | <b>Fall Semester/Full Year</b>  | <b>1 – 30 June</b>   |
|                    | <b>Spring Semester</b>  | <b>1 – 30 November</b>   |
| Details            | <a href="https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/How-to-Apply/822">https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/How-to-Apply/822</a> |  |

## Study information

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| <b>Semesters</b>               | Fall : Mid-September – Mid-January<br>Spring : Mid-February – Mid-June  |
| <b>Academic calendar</b>       | <a href="https://erasmus.yildiz.edu.tr/page/16/Academic-Calendar/470">https://erasmus.yildiz.edu.tr/page/16/Academic-Calendar/470</a>   |
| <b>Course Catalogue</b>        | <p>The lists of the courses <b>might</b> be offered by a department is available at <a href="http://www.bologna.yildiz.edu.tr">www.bologna.yildiz.edu.tr</a></p> <p>Students must utilize the catalogue only for basic information about the courses such as codes, credits, and contents; they must not rely on the catalogue for the <b>language of instruction</b> and the <b>semester information</b> that the course is offered.</p> <p>Finding a course in the catalogue <b>does not mean</b> that the course will be available at the time of the mobility. The available courses are announced on OBS (Student Information System) just before the courses start.</p> <p><b>Therefore, students may need to make changes on their provisional programme upon arrival.</b></p> |
| <b>Thesis Study</b>            | <p>Students planning to do research/thesis study at YTU should find supervising professor/mentor at YTU <b>before they complete their Erasmus application.</b> Students must ensure that the department they are planning to apply for is offering the intended type of research course/study. The students can contact the departmental coordinators to ask for assistance in finding a suitable supervisor. As soon as they have found a supervising professor, students should inform the Erasmus office by email: <a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a></p>  |
| <b>Language of instruction</b> | <p>Not all departments offer courses taught in English regularly. There are some degrees taught entirely in English and some departments offer courses in English. The language of instruction of all programmes can be found here: <a href="http://www.ogi.yildiz.edu.tr/duyurular/Fak%C3%BCltesi---B%C3%B6l%C3%BCm---Program-Bilgileri/324">http://www.ogi.yildiz.edu.tr/duyurular/Fak%C3%BCltesi---B%C3%B6l%C3%BCm---Program-Bilgileri/324</a></p>   |
| <b>Language requirements</b>   | YTU does not require language certificates. However, the expected level for students to follow classes in English or Turkish is at least B1.  |
| <b>Credit system</b>           | <p>European Credit Transfer System (ECTS):</p> <p><a href="http://www.bologna.yildiz.edu.tr/index.php?r=institution/credit_allocation">http://www.bologna.yildiz.edu.tr/index.php?r=institution/credit_allocation</a></p>   |

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| <b>Assessment</b>            | Assessment procedure for each course are usually described and documented in the first lecture. Assessments vary from class to class. Erasmus students are assessed in the same way as all other students on the same course. That is, they must sit examinations and complete the tasks set by the academic department offering the course. |
| <b>Attendance</b>            | Regular and punctual class attendance is compulsory. Students may receive a failing grade due to absence.  |
| <b>Grading system</b>        | <a href="http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading">http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading</a>  |
| <b>Transcript of Records</b> | All Erasmus students are provided a transcript of records within 4 weeks after the examination period ends:<br><a href="https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/Courses/825">https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/Courses/825</a>   |

## Accommodation, Visa, Residence Permit, Insurance

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| <b>Accommodation</b>                       | YTU does not arrange accommodation for exchange students. Students can either search for private dormitories or rent/share flats with other students.<br><a href="https://erasmus.yildiz.edu.tr/page/16/Accommodation/474">https://erasmus.yildiz.edu.tr/page/16/Accommodation/474</a>  |
| <b>Visa</b><br><br><b>Residence permit</b> | Students should contact the Turkish Consulate at their home country for visa requirements.<br>For a stay exceeding 90 days, students must apply for residence permit. The responsible governmental organization for residence permit is the Directorate General of Migration Management: <a href="https://e-ikamet.goc.gov.tr/">https://e-ikamet.goc.gov.tr/</a> . Detailed information about residence permit is given to the students before and upon their arrival:<br><a href="https://erasmus.yildiz.edu.tr/page/16/Visa-and-Residence-Permit/472">https://erasmus.yildiz.edu.tr/page/16/Visa-and-Residence-Permit/472</a> |
| <b>Insurance</b>                           | All exchange students should have a valid insurance policy covering the intended period of stay.<br>Detailed information about insurance is given to the students before and upon their arrival.<br><a href="https://erasmus.yildiz.edu.tr/page/16/Health-Insurance/473">https://erasmus.yildiz.edu.tr/page/16/Health-Insurance/473</a>   |

## Practical Information

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| <b>Orientation week</b>            | Orientation is generally held at the beginning of each semester in English language (online or face-to-face or combination of both). Students are informed by e-mail about the method, exact date and place:<br><a href="https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/Orientation-Days/856">https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/Orientation-Days/856</a>         |
| <b>ESN YILDIZ<br/>Buddy system</b> | ESN (Erasmus Student Network) YILDIZ is the non-profit student association in Yildiz Technical University to support student exchange. Student volunteers in ESN YILDIZ help students to get a good assistance for your exchange semester and provide opportunities for cultural understanding.<br>Website: <a href="https://yildiz.esnturkey.org/">https://yildiz.esnturkey.org/</a> |