



Erasmus+



**EUROPEAN PLACEMENT OPPORTUNITIES-EPO
ERASMUS+ TRAINEESHIP CONSORTIUM
ERASMUS+ KA131 2021 PROJECT PERIOD
(2021-1-TR01-KA131-HED-000006571)**

**ERASMUS+ INTERNSHIP MOBILITY
1ST CALL**

APPLICATION GUIDELINE

**CALL FOR APPLICATION
February 28, 2023**

**DEADLINE FOR APPLICATION
April 02, 2023**



TWIN
AR-GE MÜHENDİSLİK

What is Erasmus+ Student Mobility for Traineeships?

“Internship (traineeship)”, is a process of vocational training and/or gaining work experience by the beneficiary in an enterprise or organization in another program country. Erasmus+ student mobility for traineeships cannot be used for research assignments, analysis purposes regarding academic studies within the scope of a specific education program. **Placement enables students to gain practical work experience in the field they are studying.** The economic sector chosen for placement should be a sector relevant to the present vocational education program of the student.

What is European Placement Opportunities-(EPO) Consortium?

European Placement Opportunities-(EPO) Erasmus Traineeship Consortium is a project coordinated by Manisa Celal Bayar University consisting of partners as İzmir University of Economics, Afyon Kocatepe University, Kütahya Dumlupınar University and Uşak University.

Other associate partners supporting the consortium are İzmir Chamber of Commerce, Uşak Chamber of Commerce and Industry, Manisa Organized Industrial Zone, Manisa Technopolis, Yunus Emre Institute and Twin Ar-ge Engineering.

The aim of this consortium is to create new internship opportunities in Europe for the students studying in the partner universities of the consortium.

Duration of the Mobility

The duration of internship is **minimum 2 months.**

When planning a placement in EPO, please keep in mind that it should be completed by **no later than October 31, 2023.**

Who Can Apply?

- Associate degree students with a minimum cumulative average of **2.20/ 4.00**
- Bachelor degree students with a minimum cumulative average of **2.20/ 4.00**
- Master/Phd students with a minimum cumulative average of **2.50/ 4.00**

IMPORTANT NOTE: *Senior students who will graduate at the end of spring semester of 2022-2023 academic year will be able to benefit from traineeship in the succeeding 12 months after they graduate. Those students are required to apply before they graduate until the specified deadline.*

In student mobility for traineeships, there is **no requirement to be at least a second grade** student, unlike student mobility. Academic grade average at the end of the first semester is taken into consideration in selection of first grade students.

Receiving a disciplinary punishment or having to retake a failed course poses no obstacle to apply.

Erasmus+ Grant Quotas

Due to limited source of grant, quota has not been reserved based on schools/faculties /graduate schools. Applications will be accepted from all of the academic programs and will be evaluated based on university-wide Erasmus score.

Grant priority will be given to students who are studying in the programs with less number of mobilities compared to other faculties/schools/graduate schools.

Receiving a disciplinary punishment or having to retake a failed course poses no obstacle to apply.

Important Note:

The studies, scientific researches and projects that students carry out to support or complete their personal academic studies cannot be considered as internship activities.

Students who are in a thesis period in the master program can not apply to Erasmus+ traineeship mobility to conduct their credit-based thesis studies (which is out of traineeship framework) under the control of an advisor. These students should apply for Erasmus+ Student Mobility for Studies.

Where do traineeships take place?

- The sector chosen for traineeship should be relevant to the current education program of the student.
- No agreements are required for the chosen institution
- Hosting institutions may be listed as enterprises, training centers, research centers, and other public and private organizations that fit the description of an enterprise.

Evaluation Criteria

- 50 % academic success (CGPA on the transcript)
- 50 % English language proficiency (PIE exam held by IUE School of Foreign Languages)
- Total of 50% (out of 100) of cumulative grade point average and 50% of Proficiency in English (PIE) exam generates the **Erasmus+ grade**.
- Selection of the students is based on their university-wide Erasmus score.
- Students **will not be selected** before an institution for placement is designated

Additionally,

- Students with disabilities (if documented): **+10**
- Children of veterans and martyrs: **+15**
- Under the Law of Social Services numbered 2828, students (for prioritization students must obtain a document from Family and Social Politics Ministry that indicates the relevant person is under the protection, care, and to be sheltered under Law of 2828) who are decided to keep under the protection, care or to be sheltered, **+10**
- Students who took part in Erasmus+ mobility activities before: **-10**
- Students who take part in Erasmus+ mobility in the country of their citizenship: **-10**
- Students who were nominated and granted before and gave up their mobility after the announced deadline: **-10**

will receive the points declared above.

The process and documents required for application

The processes of application and placements will be conducted online through <https://erasmusbasvuru.ua.gov.tr/giris?returnUrl=%2F> which was launched by Turkish National Agency. Students who are planning to apply for this call will visit the web site above with their e-state username and password and complete the application accordingly.

Required documents should be uploaded to the related section of Application Portal. In order for the online application processes to be carried out and the application documents to be uploaded online, applicants must strictly adhere to the specified deadline.

Documents required for application

- Invitation Letter printed on the letterhead paper by the host institution stating the details and scope of the traineeship.
- Traineeship Approval Form (available on <http://oia.ieu.edu.tr/en/formlar>)

IMPORTANT NOTE: The company you will perform your internship mobility has to be approved by the academics in Internship Committee of your department/faculty/school

- Transcript (can be obtained from Registrar's Office). IUE Proficiency in English Exam (PIE) result document
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 - If you want to use your PIE score conducted by IUE School of Foreign Languages before your freshman year and if this score is displayed on your transcript, then you do not need to submit any document other than transcript.
 - If you took part in English exam held for Erasmus+ mobility applicants in the last couple of years in order to increase your PIE score, then you have to mention the exam date and score on your application form.
 - If you transferred to IUE from closed universities, you have to submit the score of IUE English proficiency exam that was held in previous semesters for Erasmus+ applicants.
 - Students, who are attending the vocational schools with Turkish medium of instruction, must have taken English exam that was held in previous semesters

2021 Project Period Grant Amount per Month According to Countries

Country Groups according to living expenses	Mobility Countries	Student Grant per Month (€)
1 st and 2 nd Group of Program Countries	Austria, Denmark, Finland, France, Ireland, Italy, Liechtenstein, Norway, Sweden, Iceland, Luxembourg, Germany, Belgium, Cyprus, Greece, The Netherlands, Spain, Malta, Portugal,	750
3 rd Group of Program Countries	Bulgaria, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Slovak Republic, Slovenia, Croatia Macedonia, Czech Republic, Serbia	600

Explanations

- The grant allocated is only for support purposes; it does not aim to cover all the expenses made by the beneficiary.

- There will not be a separate payment from the Erasmus+ fund for expenses such as the plane tickets, accommodation expenses, health insurance, etc. Such expenses are to be covered by the student.
- 70% of Erasmus+ grant is paid before the mobility starts, and the remaining 30% is paid at the end of the mobility after the completion of the paperwork.
- In order to provide grant for more students and increase the number of mobility, students will be paid grant only for 2 months at most. If the application numbers are lower than expected or if any student gives up his/her mobility right, then duration to be financed can be increased. Relevant announcements will be made accordingly.
- Pursuant to Article 2 of Law on the Promotion of Social Assistance and Solidarity [Law no. 3294 dated 29/5/1986]), students, who, or whose parents receive neediness subsidy, may qualify to receive €100 monthly from the student mobility budget in addition to monthly grants stated in Table-2 for the economically disadvantaged. Students, who qualified for the mobility, need to get a letter stating that they receive neediness subsidy from the Provincial Directorate of Family, Labor, and Social Security and submit it to the Office of International Affairs in order to benefit from the additional grant.
- The higher education institution reserves the right to not to pay the remaining payment in part or in full, or ask for a reimbursement of an already paid amount for students who fail to fulfil their responsibilities on purpose and participate in the program at the host institution.
- Being selected for Erasmus+ program does not automatically qualify the student for a grant. In the event of inadequate grants, students' Erasmus+ grades will be influential.
- Students who will take part in Erasmus+ Traineeship mobility can apply to their faculty in order to get this internship to be counted as "compulsory internship". All the procedures related to this request are followed by the students individually. IUE Office of International Affairs does not carry out any transactions.
- Students selected for the program may benefit from traineeship program without any grant if they wish to.

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CONTACT

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