

2025-2026 Erasmus Traineeship Mobility Call for Applications

Application dates: 16 December 2024 - 3 January 2025 (16:00)

The deadline for submission of acceptance letters: 17 March 2025

Mobility period: June 2025 - June 2026

Mobilities are expected to start in June at the earliest, but visa processes should be taken into account.

Mobility period: Minimum 2 months, maximum 12 months

Blended mobility: It is possible to complete physical mobility abroad for at least 2 months with virtual learning before or after the mobility

Minimum Requirements

1. Being a full-time student enrolled in a higher education program at any of the formal education levels (associate, undergraduate, graduate, doctorate) within the higher education institution in the time of application

2. Grade Point Average (GPA)

a) Having a cumulative grade point average of at least 2.20/4.00 for associate and undergraduate students

b) Transcript has not yet been created at the application stage

1- For students transferring from associate degree, minimum 2.20/4.00 of associate degree graduation;

2-For first year students, a high school graduation grade of at least 75/100

c) Having a cumulative academic grade point average of at least 2.50/4.00 for graduate and doctorate students,

****2024-2025 fall semester grades should not be included.**

3. Within the current level of study, if a student has benefited from higher education mobility activities under the 2014-2020 and/or 2021-2027 Erasmus+ programs, the total duration, including the new activity, must not exceed 12 months.

*Students studying in a double major can apply for mobility from only one major in the same application period.

Foreign Language Exams

Yeditepe University Foreign Language Exams

EXAM	DATE	TIME
Spanish	27 February	11:00
German	27 February	14:00
French	26 February	13:00
English	19 February	10:00

Information about the exam location will be sent to the email addresses of successful applicants at std.yeditepe.edu.tr.

- Minimum successful foreign language grade from Yeditepe University Erasmus exams: **60 / 100**
- The foreign language result document is valid for a period of two years.
- Minimum successful YDS / (e)YDS / YÖKDİL grade: 66 / 100

* TOEFL IBT and PBT exams are only accepted from Yeditepe University, Istanbul Technical University and Middle East Technical University exam centers.

* TOEFL IBT Home Edition is not valid.

- Minimum successful TOEFL IBT score: 79 (Home edition is **not accepted**)
- Minimum successful TOEFL PBT grade: 550

*Students who want to submit their exam results other than Yeditepe University foreign language exams should upload their exam results to the application portals at the time of application:

- Certificates issued by Cultural Centers affiliated with the relevant Consulates, indicating the student's grade at the B2 level out of 100, will be accepted.
- Students must upload their exam results to the Turna Portal during the application process.
- The specific exam that you wish to take must be indicated in the application form.
- The exam must be taken in the language of instruction requested by the internship place
- Erasmus scores are calculated and grants are distributed based on the language exam result specified by the internship placement.

Internship Places

Any public or private sector institution located in one of the countries where internship activities can be carried out, in the labor market or in the field of education, training, youth, research and development can be an internship place. While this is not an exhaustive list, the organizations mentioned below may serve as suitable examples of potential internship places:

- Small, joint or large enterprises owned by a public or private sector
- Local, regional or national public institutions
- Embassies or consulates of the sending country abroad
- All kinds of business world such as chambers of commerce, tradesmen-crafts Unions, stock markets and unions
- Formation/union
- Research institutes
- Foundations
- School/institute/education center (school including vocational or adult education
- It can be any kind of educational institution from pre-high school education)
- Non-profit institutions, associations, NGOs
- Institutions providing career planning, professional consultancy and information services
- Higher education institutions (Higher education institutions in the program countries must have ECHE, higher education institutions in partner countries must be recognized by a competent authority in accordance with their national legislation and have signed a bilateral inter-institutional agreement with the sending institution before the internship activity)

The following organizations are not eligible for higher education internship activity under Erasmus+:

- European Union institutions and EU agencies (see https://europa.eu/european-union/about-eu/institutions-bodies_en)
- National agencies responsible for implementing EU programs and related organizations.

You can also check internship places from these [platforms](#).

Letter of acceptance

A letter of acceptance may be submitted at the time of application, but it is not required for complementation of the application. After the application and examination procedures are completed, the deadline for submitting the acceptance letter is March 17, 2025.

The Letter of Acceptance from the internship organization should include the following information:

- Name surname,
- Field of study at Yeditepe University,
- Duration of the internship (exact dates must be indicated), (Erasmus+ Internship duration cannot be **less than 60 days**)
- Internship language
- Tasks to be completed during the internship.
- It must be indicated that the student has been accepted within the scope of Erasmus+ Student Placement / Internship Mobility.
- The acceptance letter should be printed on company letterhead and signed and stamped by the company official. (The name of the company manager should be written.)
- The suitability of the internship must be approved by the Erasmus coordinator of the respective department or program. (The acceptance letter must include the coordinator's name, surname, and signature with the term “approved.”)

[List of Academic Coordinators](#)

[Acceptance letter Sample](#)

Online Application :The application process will be conducted via the National Agency's application portal, known as the Turna Portal.

Website of the Portal : <https://erasmusbasvuru.ua.gov.tr>

Application Guideline : [The NA Application Portal](#)

Completing the processes in both application portals is mandatory. Incomplete applications will be considered invalid.

Application portals will remain open only from 16 December 2024 to 3 January 2025 (16:00).

Evaluation

The Erasmus Score for students who meet the minimum requirements and pass the language exam is calculated by averaging half of the GPA on a 100-point scale and half of the language score.

All criteria are as follows:

Criteria	Points (+/-)
GPA	50%
Language Score	50%

Child of martyrs or war veterans (Has to be documented and submitted Erasmus Office before the application deadline)	+15
Students with disabilities (Has to be documented and submitted Erasmus Office before the application deadline)	+10
Students in need of protection, care and housing under the Social Work Act No. 2828 (Applicants are required to provide a letter issued by Turkish Ministry of Family and Social Policies, proving that they are in need of protection, care and housing in accordance with Social Work Act No. 2828)	+10
Submitting an internship acceptance letter at the time of application	+10
Internships to develop digital skills (DOTs) are prioritized*	+5
Students who have received disaster relief assistance from AFAD (Disaster and Emergency Management Presidency), either personally or through their first-degree relatives.	+10
Prior Participation in Erasmus Student Mobility (granted or non-granted)	-10
Doing a mobility period in your country of citizenship	-10
For selected students: Cancellation of participation after the announced deadline for cancellation	-10
Simultaneous application to two types of mobilities (Students who apply two mobility programmes at the same time, shall give a petition to Erasmus Office. In this petition, the preference of -10 deduction to be applied one of the applications has to be declared)	-10
Not entering the Language Proficiency Exam without a valid excuse despite your prior declaration that you would take it (effective on the applicant's next application)	-5
For selected students: Failure to participate in meetings/seminars on Erasmus mobility held by Turkish Council of Higher Education without a valid reason (effective on the applicant's next application)	-5

*It is applied as a one-time measure. If selected, it will not be applied to the student's subsequent applications. However, the additional points will continue to be applied in future applications if the student is not selected.

* Internships involving one or more of the following activities are considered within this scope **DOTs**: digital marketing (e.g., social media management, web analytics), digital

graphics, mechanical and architectural design; application, software, and code or website development; installation, maintenance, and management of information systems and networks; cybersecurity, data analytics, data mining and visualization; programming, robotics, and artificial intelligence training. General customer service, ticket creation, data entry, or routine office tasks are not included in this scope.

Grant Allocation

If the grant allocated for Erasmus Internship Mobility meets the demands of all students only for a certain period of time (at least two months), all students are given a grant for the specified period in the first grant distribution. Extension requests are evaluated according to the amount of additional grants and/or the remaining grants from students who cancel their mobilities, with priority being given to students whose first admission is longer than two months.

For students selected within the scope of Erasmus Internship Mobility, in case the total grant is insufficient to cover the two-month internship period of all students, the grant distribution method based on the performance of the Faculty/Institute/School

[Click for detailed grant distribution method and grant deductions.](#)

Grant allocation to all placed students depends on the amount of grant allocated to our University for the relevant project year; therefore, granting of every student is not guaranteed.

Grant amounts are as follows:

Country Group	Host Countries	Monthly Rate for Studies (Euro)	Monthly Rate for Traineeship (Euro)
1st and 2nd Group	Denmark, Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Greek Cypriot Administration of Southern Cyprus, Netherlands, Ireland, Spain, Sweden, Italy, Iceland, Latvia, Liechtenstein, Luxembourg, Malta, Norway, Portugal, Slovakia, Slovenia, Greece	600	750
3rd Group	Bulgaria, Croatia, North Macedonia, Lithuania, Hungary, Poland, Romania, Serbia, Türkiye	450	600

To contribute to students' travel expenses, the travel grant is calculated based on the distance in kilometers between the starting point of mobility and the activity location. This distance is

determined using the distance calculator provided by the European Commission and calculated using the table below:

Distance Calculator: <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

Travel Distance	Standard Travel Grant Amount (Euro)	Green Travel Grant Amount (Euro)
10 - 99 KM	28	56
100 - 499 KM	211	285
500 - 1999 KM	309	417
2000 - 2999 KM	395	535
3000 - 3999 KM	580	785
4000- 7999 KM	1188	1188
+8000 KM	1735	1735

Grant payments are made in two installments. The first payment is 80% of the total Erasmus+ grant. Payment of the second installment depends on the students' completion of all required procedures and their academic standing (successfully completing/passing the internship).

Additional Grant Support

Additional Grant Support may be provided to disadvantaged participants in addition to the grant they deserve for mobility. In order to be able to have the additional grant support, the disadvantaged participant is defined as an individual with limited economic and social opportunities and who fits into the following sub-categories.

- 1) Those who are subject to Law No. 2828 (Those who have a protection, care or shelter decision by the Ministry of Family and Social Services pursuant to Law No. 2828)
- 2) Students for whom protection, care or accommodation decision has been taken within the scope of Child Protection Law No. 5395.
- 3) Those who do not have other parent income and receive an orphan's pension
- 4) Children of Martyrs / Veterans
- 5) Those who are granted a needy benefit for themselves or their families (the student, his/her parents or guardians have received financial support from municipalities, public institutions and organizations (Ministry, Social Assistance and Solidarity Foundations, General Directorate of Foundations, Kızılay, AFAD) proving that they have received financial support at the time of their Erasmus application. It is sufficient to submit the document.)
- 6) Students with disabilities
- 7) Students whose parents or guardians receive a disabled or needy pension within the scope of the Law No. 2022 dated 01.07.1976 on Pension to Needy, Powerless and Orphaned Turkish Citizens Over the Age of 65 and Disabled and Needy Turkish Citizens
- 8) Students who have received disaster relief assistance from AFAD

*It is applied only for a single occasion. If selected, no additional grant support will be provided in this category for the student's subsequent mobility.

Financial aid does not encompass Credit and Hostels Institution scholarships, similar scholarships, other types of grants and aids, or one-time success scholarships.

The following amounts of Additional Grant Support can be provided according to the type of mobility within the budget possibilities, upon their request and provided that they document this situation, to the students who meet the above scope.

Mobility Type	Additional Grant Support
Study mobility between 2 and 12 months	250 € per month
Short-term student mobility between 5-14 days*	100 € in addition to the daily grant total
Short-term student mobility between 15-30 days*	150 € in addition to the daily grant total

* In this case, no additional support is provided for the internship.

Green Travel Support for Students and Recent Graduates

Students/new graduates who do not receive travel support can be given an individual support grant for up to 4 days for travel days, with an additional one-time grant of 50 Euros, if they prefer green travel.

*Bus, train and car sharing are considered as low-emission transportation vehicles.

* In order for the travel to be considered as green travel, both the departure and the return must be made with green travel vehicles. For exceptional cases, the National Agency is consulted.

Students who will change their internship place due to force majeure

Students who will change their internship place due to force majeure must submit their new acceptance letter to the Office **within six weeks** after the cancellation of the planned internship due to force majeure.