

Dear Colleague,

You are required to receive the applications between 13 February and 20<sup>th</sup> February 2017. The calendar of the Council of Higher Education concerning the process is as follows:

Announcement and Receiving applications for Exchange Programs: 13<sup>th</sup> February and 20<sup>th</sup> February 2017

Assessment of Applications: 24<sup>th</sup> February 2017

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In your announcements, you can briefly explain the qualifications required from your academic staff and students who would like to benefit from Exchange program in this way:

## **TRAKYA UNIVERSITY**

### **MEVLANA EXCHANGE PROGRAM**

#### **2017-2018 ACADEMIC YEAR**

#### **TERMS OF APPLICATION**

##### **The students who will come to Trakya University:**

To be an associate degree, undergraduate, postgraduate or doctorate student.

To have a grade point average (GMA) at least 2,5 out of 4 for associate degree and undergraduate students.

To have a grade point average at least 3 out of 4 for postgraduate and doctorate students.

To know the education language of the concerning department at the University sufficiently.

(Education language of Trakya University is Turkish except for some departments such as Bosnian, Albanian, German, English, Greek languages. For that reason, it is a requirement for the students who will come to (attend to) Trakya University within the frame of Exchange program to speak Turkish sufficiently. In any case, the students who make an application to you for attending to Trakya University have to either present a certificate obtained from an approved foreign language exam in your country or take the foreign language exam to be held by your university. The total of 50 % of the grades they have in this

exam and 50 % of their general academic average is assessed and student selection is performed.)

**Note:** Students will start the application process by “Candidate Student Application Form”. (it is attached) They will fill in other documents in our website (<http://mevlana.trakya.edu.tr/>) after they become eligible to be a student of Mevlana Exchange Program.

### **The Academic staff who will come to teach at Trakya University:**

At Mevlana Exchange Program, Exchange period of Academic staff is at least 2 weeks and 12 hours and maximum 3 months.

The academic staff is required to have language proficiency. The education language in our university is Turkish except for some departments such as Bosnian, Albanian, German, English, Greek languages. Accordingly, it is a requirement for the academic staff who will come to Trakya University to teach in the departments aforementioned to know those languages; and the others who will teach except for these departments are required to know Turkish language at a level of teaching their courses easily.

**Note:** Staff will start the application process by “Academic Staff Mobility Program Form”. (it is attached) They will fill in other documents in our website (<http://mevlana.trakya.edu.tr/>) after they become eligible to be a staff of Mevlana Exchange Program.

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In your announcements, you can also give these information concerning payments and possibilities for those who would like to come to our university from yours.

## **SCHOLARSHIPS AND PAYMENTS**

### **Students who will come to Trakya University:**

The scholarship is paid for the students on a regular basis. (80 % of the scholarships are paid on a monthly basis. Payment of the remaining part is made considering the success level of the student at the end of the exchange programme. The scholarship amount determined by the Council of Higher Education is 900 TL for 2017-2018 Academic year.)

Scholarship period is four months by maximum one semester. (4). However, students could continue to study as non-scholarship Mevlana student one more semester at our University if they desire.

Students do not pay any tuition fees for registration to Trakya University.

Students make semesters/success levels they get at the universities by Exchange program substitute to their departments they are actually registered when they return to their countries. Accordingly, they do not lose any rights.

**The Academic staff who will come to teach at Trakya University:**

Their road fees/airfares are paid.

The payment is made via daily/monthly wage determined by the presidency of the Council of Higher Education in accordance with the provisions of the law no 6245.

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Students and academic staff may download application forms from our University website <http://mevlana.trakya.edu.tr> or the presidency of the Council of Higher Education website <http://mevlana.yok.gov.tr/>. Application and other forms must be delivered to Mevlana Exchange Program offices of the universities.

We wish our students, academic staff, universities and the peoples of countries, success, luck during their Exchange Programme...

Best regards...

Trakya University

Coordinatorship of Mevlana Exchange Program