

FACT SHEET 2018-2019 ACADEMIC YEAR

I. CONTACT INFORMATION

NAME OF UNIVERSITY	Altınbaş University
NAME OF DEPARTMENT	Erasmus Office
CONTACT PERSON(S)	Burcu Atalay Emre–Erasmus Institutional Coordinator Hilal Erkoca– Erasmus Specialist Gizem Mertoğlu– Erasmus Assistant Specialist Nilay Masharaf – Student Assistant İlayda Şanda – Head of Erasmus Club / Student Assistant
MAILING ADDRESS	Mahmutbey Dilmenler Cad. No: 26 Bağcılar / İstanbul TURKEY
TELEPHONE	+90(212) 604 0100 Ext: 4114, 2218
EMAIL ENQUIRIES	erasmus@altinbas.edu.tr
WEB ADDRESS FOR EXCHANGE	http://www.altinbas.edu.tr/en http://www.altinbas.edu.tr/en/erasmus-eng/incoming-students



II. ACADEMIC DATES*

ORIENTATION	The orientation day will be held one week before the start of the semester. Students will be informed.
SEMESTER 1	11 September 2017- 07 January 2018
FINAL EXAMS	25 December 2018- 07 January 2018
SEMESTER 2	15 January 2018 – 18 May 2018
FINAL EXAMS	17 May 2018- 31 May 2018
FULL YEAR	11 September 2017 – 31 May 2018
The dates will be similar for the 2018-2019 academic year. It will be announced.	

III. ADMISSION REQUIREMENTS

APPLICATION DEADLINES	Semester 1 (Autumn) / Full Year: 15.07.2018 Semester 2 (Spring) : 15.11.2018
ENGLISH LANGUAGE PROFICIENCY REQUIREMENT	B2 Level
OTHER ELIGIBILITY REQUIREMENTS	Minimum one years' study at home institution at University level education for all degree level programmes.
REQUIRED DOCUMENTS	Incoming Application Form Learning Agreement Official University Academic Transcript Scanned copy of passport 1 Passport Photograph (Signed and scanned versions to be sent to erasmus@altinbas.edu.tr)

IV. ACADEMIC INFORMATION

CREDITS	Students must take a minimum of 60 credits per semester (30 ECTS) and 120 credits (60 ECTS) per academic year.
COURSES	Students are advised to check Altınbaş University curriculums and course contents (Please see the attached PDF)
ADDITIONAL INFORMATION	Course registration will be realized by Erasmus Office after the arrival of students according to the course list and signed learning agreement provided by the students.

V. ACCOMMODATION

ACCOMMODATION	<p>Dormitory is available at Mahmutbey Campus. http://www.altinbas.edu.tr/en/education-in-altinbas/international-office/life-at-altinbas/accommodation</p> <p>Contact Person for Dormitory: Kubilay Sabri ÖZAD kubilay.ozad@altinbas.edu.tr.</p> <p>Other Options: https://erasmusu.com/en/erasmus-istanbul https://www.sahibinden.com https://checknchill.com</p> <p>Please consult before making any payment!</p>
ACCESSIBILITY	<p><i>Altınbaş without Barriers Unit</i></p> <p>All students with disabilities enrolled at our university can benefit from the services of the unit by applying directly to our unit or by filling out the application form under Unit on our website. You can send an e-mail to engelsizaltinbas@altinbas.edu.tr for your inquiries and questions.</p>

VI. FEES AND OTHER EXPENSES

TUITION FEES	Students participating in this exchange are not required to pay any tuition fees to Altınbaş University.
ACCOMMODATION	<p>Accommodation is available for Altınbaş University students in a number of dorms. These dorms are located in the vicinity of the campus. On campus accommodation prices : http://www.altinbas.edu.tr/en/education-in-altinbas/international-office/life-at-altinbas/accommodation</p> <p>Housing rates include: Basic utilities (Gas/electricity, water & garbage etc.), internet access, general maintenance and gym membership. Room charges and meal plans are for 9 months, during the study period at the university. For more information and application form please contact: kubilay.ozad@altinbas.edu.tr</p>
HEALTH INSURANCE	<p>Erasmus and International exchange students are required to have a valid Health Insurance in Turkey covering the whole duration of their stay for resident permit applications. (<i>not for registration to Altınbaş University</i>)</p> <p>3 possibilities:</p> <ol style="list-style-type: none"> 1. Home country Public Insurance (Turkey has Social Security Agreement with Czech Republic and Germany) 2. Turkey Public Insurance (SGK) (Not highly recommended since the minimum duration is 12 months) 3. Private Insurance
LIVING COSTS	<p>The approximate cost of living per month (including rent) is between 450- 900 Euro. This is only an estimate. As all accommodation is self-catering you will find very reasonably priced shops and food outlets on or close to the campus.</p>
OTHER FEES	Class materials /Photocopies– depending on the course.

VII. ARRIVAL & ORIENTATION

ORIENTATION WEEK	<p>An Orientation Week will be held during the Course Registration Week. We will help all incoming students adapt their new life at Altınbaş University and in Istanbul.</p> <p>You will meet our Erasmus+ Student Club which will help you to get used to life at Altınbaş University and İstanbul with different types of events and activities.</p> <p>During the Orientation Week you will be informed about administrative process such as Residence Permit Application, Transportation Card, Course Registration as well as Learning Agreements and the tools which will facilitate your student life at Altınbaş University.</p>
DOCUMENTS REQUIRED ON ARRIVAL	<p>For Transportation Card:</p> <ol style="list-style-type: none"> 1. Mobile Number and Home Address in Turkey 2. Application Form (will be provided at orientation day) 3. 1 Photograph 4. 10 TL (Turkish Liras)

VIII. VISA AND RESIDENCE PERMIT

VISA AND RESIDENCE PERMIT	<p>After you receive an acceptance letter from Altınbaş University, you need to apply to the Turkish Embassy/Consulate from your country for an/a Education/Student Visa. For further information about entry conditions please visit the home page of the Turkish Embassy of your country.</p> <p>Erasmus students need to register with the local authorities (Göç İdaresi) and obtain a Residence Permit (İkamet Belgesi) within 90 days after their arrival. In order to apply, students should get an online appointment from the Immigration Office. During your application you need to have a biometric photo, your full address information in Turkey, your passport details, your student certificate from the university and a document regarding your income status.</p> <p>The webpage for the appointments is as follows; e-ikamet.goc.gov.tr</p> <p>You may get assistance on your residence permit applications from Erasmus Office during the orientation week.</p>
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IX. OTHER INFORMATION

TRANSCRIPTS	Transcripts will be sent directly to the home institution after the final exam results of related semester.
UNIVERSITY CAMPUSES	<p>We have 3 Campuses</p> <ul style="list-style-type: none"> • Mahmutbey Campus: School Of Engineering And Natural Sciences Adress: Mahmutbey Dilmenler Caddesi, No:26, 34217 Bağcılar - İstanbul • Bakırköy Campus: School Of Medicine, Schol of Pharmacy, School Of Dentistry, Graduate School Of Health Sciences, Vocational School Of Health Services Adress: Kartaltepe Mah. İncirli cad. No:11 Bakırköy / İstanbul • Gayrettepe Campus: School Of Fine Arts and Design

	School Of Law, School Of Economics, Administrative and Social Sciences, School Of Foreign Languages, Graduate School Of Science And Engineering, Graduate School Of Social Sciences, Vocational School
BUDDY PROGRAM	Erasmus Club manages the Buddy Program and matches local students to incoming exchange students. Local students assists students with the exchange students adaption to their new life regarding day to day issues. Contact Person : İlayda Şanda – Head of Erasmus Club / Student Assistant ilayda.sanda@ogr.altinbas.edu.tr
SOCIAL MEDIA	Altınbaş University Instagram: https://www.instagram.com/altinbasuni/?hl=tr Facebook: https://www.facebook.com/AltinbasUni/ Twitter: https://twitter.com/altinbasuniv Erasmus Club: Instagram: https://www.instagram.com/altinbas.erasmus Facebook: https://tr-tr.facebook.com/altinbas.erasmus/