



ERASMUS+ PHD SHORT TERM MOBILITY COMMITMENT

Name/Surname:

Place/Date of Birth:

Nationality:

Address:

Phone No:

E-mail Address:

Country/Institution to Attend:

I am a student at Istanbul Aydın Institution, Vocational School/Faculty/Institute, Department with student number

I have voluntarily applied for the 2024/2025 Academic Year Summer Term Erasmus+ Phd Short Term Mobility and I commit to using my awarded right by 31/07/2026.

I undertake to submit all the required documents completely and on time throughout and after the Erasmus+ mobility process. I also commit not to carry out any procedures regarding my Erasmus activities without the approval and knowledge of the Erasmus+ Institutional Coordination.

Within this scope, it is my responsibility to learn, read, and review my obligations and rights regarding the Erasmus+ Programme from the Istanbul Aydın Institution Erasmus+ Institutional Coordination website (erasmus.aydin.edu.tr), the 2024 Erasmus+ Implementation Handbook, e-mails from the Erasmus+ Institutional Coordination, and organised information and orientation meetings.

BEFORE MOBILITY

Documents Required for the Visa Letter:

- 1- **Acceptance Letter (Deadline for delivery to IAU Erasmus+ Office: 01.05.2025)**
 - 2- **Recognition Form (Approval Form)** (Signed sequentially by the Student, Erasmus Department Coordinator, Faculty Dean/Vice Dean, and Erasmus Institutional Coordinator)
 - 3- **Internship Agreement** (All relevant sections must be fully signed)
- ! Documents must be submitted to the Erasmus+ Institutional Coordination at least 2 months before the mobility period.

Documents to Be Submitted Before Signing the Erasmus Grant Agreement:

- 1- **Visa, Passport, and Residence Permit*** (Photocopies will be taken by the Coordination upon submission) – (Must be submitted within 3 days after obtaining the visa)
- 2- **Accident, and Liability Insurance for Internship** – (Must be obtained before applying for a visa)
- 3- A **Euro Bank Account** must be created (if not already available).

***Residence Permit is required for students who are not Turkish citizens.**

Documents to Be Submitted Before Departure:

- 1- **Internship Grant Agreement** (Must be signed by the Erasmus+ Finance Officer and the student) – (At least 2 weeks before the mobility starts)
- 2- **OLS First Test Result Document** (The test can be accessed via this link: <https://academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test>)



DURING MOBILITY

Documents to Be Sent:

- 1- **Student Information Form and Duration Sheet** – “Arrival” section signed and stamped accordingly by the host institution (Within 1 week after the start of mobility)

If the internship duration needs to be changed, a revised document must include the new duration:

- 2- **Modified Approval Form** (Signed sequentially by the Student, Erasmus Department Coordinator, Faculty Dean/Vice Dean, and Erasmus Institutional Coordinator)
- 3- **Changes to Internship Agreement** (Within 1 month after the start of mobility)

AFTER MOBILITY

Documents to Be Submitted After Returning:

- 1- **Certificate of Attendance**
- 2- **Duration Sheet** (Indicating the length of stay during mobility)
- 3- **Internship Agreement** – “After the Mobility” section (Must be submitted within 1 week after completing mobility)
- 4- **Passport entry-exit stamp page** (Photocopies will be taken by the Coordination upon submission) – (Must be submitted within 1 week)
- 5- **EU Survey (Online Form)** – (Must be completed within 2 days after receiving the automatic email and a PDF copy must be shared with the Erasmus+ Office)**

**Completing the Erasmus+ OLS Exam and the EU Survey is essential for the grant process. Students must complete the OLS Exam before receiving their 80% and 20% grant payments.

- All return documents must be submitted within **1 month** from the end date of the mobility.
- These forms can be found on the erasmus.aydin.edu.tr website under the "Documents" section of the relevant department.
- The mobility period corresponds to the dates specified in the acceptance letter from the host institution.

I acknowledge that if I fail to submit the required documents within the specified deadlines, provide false statements, or submit fraudulent documents, I will forfeit my right to Erasmus+ Phd Short Term Mobility, my documents will not be accepted, and an investigation will be initiated against me. I also declare that I will not claim any rights regarding this matter.

Institutional Coordinator:

Name-Surname/Signature:

Date:

Student:

Name-Surname/Signature:

Date:

Please confirm that you have read and understood the above commitment by writing "I have read and understood the above commitment" along with your Name and Surname instead of a signature.



İSTANBUL AYDIN ÜNİVERSİTESİ
ERASMUS+ KURUM KOORDİNATÖRLÜĞÜ



Erasmus+