



LETTER OF COMMITMENT REGARDING ERASMUS+ STUDY MOBILITY

Name and Surname :  
Date of Birth/Place :  
Nationality :  
Postal Address :  
Telephone :  
Email :  
Receiving Institution/Country :

I'm a student of Istanbul Aydın University, Faculty/Institute of .....  
program/department of ..... with the student number of.....

**I confirm that I voluntarily accept to attend the Erasmus+ Study Mobility at during the Academic Year of 2023-2024 FALL/ SPRING (please select one semester) semester within the scope of 2022 KA131 Erasmus+ Program, according to the selection results published on the IAU Erasmus Page.**

**-I undertake that I will not take any action in all processes related to Erasmus activities without the approval and knowledge of Erasmus + Office.**

Within this context, I confirm that I will be fully informed about my rights and obligations regarding the Erasmus+ Program through the Orientation Training which I commit to attend, and through the information available at Erasmus+ Office's web page [erasmus.aydin.edu.tr](http://erasmus.aydin.edu.tr), under "Section Outgoing Students" and I have read and understood the 2022 Erasmus+ Guidelines issued by the Turkish National Agency.

I agree and accept to undertake to fulfill all responsibilities imposed on me as an Erasmus+ student, to transfer to Istanbul Aydın University all courses I will achieve as a result of the Erasmus+ study mobility which I will attend, I confirm that I am fully aware I will not be able to complete the procedures of relevant courses if the transfer is delayed or fails to materialize, and that I am fully aware that it is my responsibility to complete and deliver all the documents listed below as well as all other information and documents requested from me within the period as required by the Erasmus+ Office.

**Documents to be submitted to the Erasmus+ Office in order to obtain the IAU Passport and Visa Letters:**

- 1- Acceptance Letter (**Deadline for delivery to IAU Erasmus+ Office: for Fall term: 15.07.2023 and for Spring semester:15.01.2024**)
- 2- Learning Agreement before mobility and Approval Form for Course Equivalent (Approval form is just for the Master and PhD Students) (bearing **three** commitment signatures, dates and stamps: the student's and the Sending Institution's Erasmus+ Departmental and Institutional Coordinator)\* (**Deadline for submission to IAU Erasmus+ Office: Fall term: 15.07.2023 and for Spring semester:15.01.2024**)

**Documents to be submitted to the Erasmus+ Office before signing of your Financial Grant Contract:**

- 3- Passport, Visa and Residence Permit (Photocopies of the personal information pages and visa page shall be taken by the IAU Erasmus+ Office Representative) (**Deadline for submission to IAU Erasmus+ Office: within 3 days after obtaining the Visa**)
- 4- Comprehensive Health Insurance for use during the Erasmus+ Study Mobility Program (To be acquired before applying for Visa) (**Deadline for submission to IAU Erasmus+ Office: for Fall term: 15.07.2023 and for Spring semester:15.01.2024**)
- 5- Photocopy of Euro (€) account book

**Documents to be submitted prior to leaving Turkey:**

- 6- **Financial Grant Contract and Letter of Commitment- Erasmus+ Study Mobility (2 copies of each to be prepared and signed by the student and Erasmus+ Office Representative) (Deadline for delivery to IAU Erasmus+ Office: within at least 2 weeks before the beginning of the Erasmus+ Study Mobility)**
- 7- 1<sup>st</sup> Erasmus+ OLS Exam\*\* result-before mobility (1<sup>st</sup> Erasmus+ OLS Exam must be taken online at: <https://academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test>)

**Documents to be submitted during the Erasmus+ Study Mobility:**

**NOTE: Non-Turkish citizens need to submit the present document together with a copy of the valid passport and valid Residence Permit**



- 8- Student Information Form and Certificate of Attendance completed with the date of arrival, signed and stamped accordingly by the host institution (**Deadline for submission to IAU Erasmus+ Office: within 1 week after the beginning of the Erasmus+ Study Mobility**)
- 9- Changes to Learning Agreement and Changes to Approval Form for Course Equivalent (if necessary) (**Deadline for submission to IAU Erasmus+ Office: within 1 month after the beginning of the Erasmus+ Study Mobility**)

**Documents to be submitted after returning from the host institution abroad:**

- 10- Official Transcript of Records and Recognition Outcomes (**Deadline for submission to IAU Erasmus+ Office: at the latest within 4 weeks after completing the mobility at the Host University**)
- 11- Participation Confirmation Certificate(s) (Confirmation, Duration Sheet, Certificate, Failed Course Form.)
- 12- Passport, Visa and entrance and exit stamps to and from Turkey (Photocopies of the personal information pages and visa page shall be taken by the IAU Erasmus+ Office Representative) (**Deadline for submission to IAU Erasmus+ Office: at the latest within 1 week after completing the mobility at the Host University**)
- 13- Final report on Erasmus+ Mobility (Final report on Erasmus+ Mobility must be taken online as indicated in the mail automatically sent to the student and **within the next 2 days after receiving the e-mail the result must be shared with the Erasmus+ Office**)

**\*All Erasmus+ Mobility forms can be accessed via the IAU Erasmus+ Webpage: [erasmus.aydin.edu.tr](http://erasmus.aydin.edu.tr), Section Outgoing Students-Documents**

**\*\*Erasmus+ OLS Exam is a crucial step to complete the grant process, therefore Student are expected to take the OLS Exam before payment of 80% and 20%.**

I agree and undertake that I am fully aware that I will be subjected to Disciplinary Inquiry and the necessary legal process and that other penal clauses as required by Erasmus+ Program Rules (including requesting the entire Grant back) shall be applicable in case I fail to deliver all information and documents requested above or that may be requested later by Istanbul Aydın University Erasmus+ Office, by **the above given dates**, or in case there is a Grant amount that I should reimburse and I fail to fully pay back such amount by bank transfer to Istanbul Aydın University within the period as stated to me.

For the debts that may arise from this commitment deed, Istanbul Aydın University's documents, records and books are valid and eligible, and "they will be accepted as the base and evidence in accordance with relevant articles of Code of Civil Procedure and no further evidences shall be sought".

**ISTANBUL Courts and Executive Offices** are authorized for settlement of all disputes arising from implementation of this commitment deed.

I agree and undertake that I will promptly notify any change to my address for any notification to be served to me regarding the disputes related to this commitment deed to Istanbul Aydın University per registered and reply paid letter, and that I know if I fail to notify the change, the notification served to the above address shall be deemed to have been delivered to me even if it is returned.

This document has been issued in **2 (two) copies**, one of which shall remain with the student and the other shall be kept by the Erasmus+ Office of Istanbul Aydın University.

On behalf of Istanbul Aydın University,

Erasmus+ Office

Delivered by:

Delivered to:

Name and Surname/Signature:

Name and Surname/Signature of student:

Istanbul

Istanbul

Date:

Date:

**Please write "I have read and understood the above commitment" statement with your Name and Surname in the signature box, confirming that you have read and understood your above commitment letter.**

**NOTE: Non-Turkish citizens need to submit the present document together with a copy of the valid passport and valid Residence Permit**