



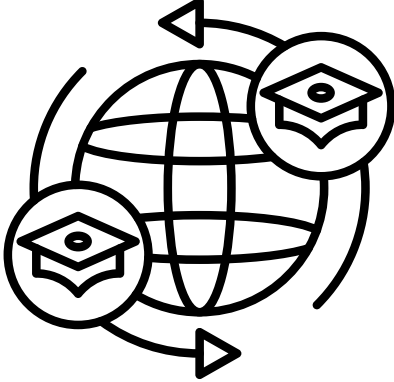
[All the needed documents](#)

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[Orientation Program for Erasmus Outgoing Students](#)

Before Your Mobility
<div><input type="checkbox"/> Approval Form: I have matched 30 ECTS worth of courses at my host institution with 30 ECTS worth of courses at IAU.</div>
<div><div><input type="checkbox"/> Learning Agreement: I created an LA in accordance with my approval form and submitted it to https://learning-agreement.eu.</div><div><ul style="list-style-type: none">(Only in exceptional cases Learning Agreements will be accepted on paper)</div></div>
<div><input type="checkbox"/> Acceptance Letter: The host institution will send it to you.</div>
<div><input type="checkbox"/> Language Proficiency Certificate: I request it from my Erasmus office via e-mail.</div>
<div><input type="checkbox"/> Insurance: I have made comprehensive insurance for study purposes which covers min. 30.000 € and valid in the host country.</div>
<div><div><input type="checkbox"/> Euro Bank Account: I have a Yapı Kredi EURO account in Türkiye in my name and shared with my Erasmus Office via mail.</div><div><ul style="list-style-type: none">International students can have any type of Euro account opened at a bank in Türkiye.</div></div>
<div><div>After completing all these steps and submitted to our office, YOU CAN REQUEST A VISA LETTER.</div><div>Visa Letters are valid for 15 days.</div></div>

<div></div>	<div><h3>Up until Visa</h3><div><input type="checkbox"/> Visa Letter: I request it from the IAU office and create one at https://turnaportal.ua.gov.tr.</div><div><ul style="list-style-type: none">As a student, you are responsible for your own visa process.</div></div>
<div><h3>After the Visa</h3><div><div><input type="checkbox"/> Copies: I sent a copy of my Passport and visa to IAU Erasmus Office via e-mail.</div><div><input type="checkbox"/> Grant Agreement: I visited the office and signed my grant agreement.<ul style="list-style-type: none">This document must be signed in person at the office or via power of attorney by the person you gave authorization to do so on your behalf.</div><div><input type="checkbox"/> Online Language Support: I took the exam from EU Academy and sent the results to the IAU office via e-mail.</div></div></div>	<div></div>

	During your mobility	
	<div><input type="checkbox"/> Duration Sheet: I got the signatures for “Confirmation of Arrival” part from the host institution and sent to IAU Erasmu Office via email.</div> <div><input type="checkbox"/> Student Information Form: I have filled out the form with the correct personal information and I sent it to IAU Erasmus Office via e-mail.</div> <div><input type="checkbox"/> LA Changes and New Approval: I made changes in accordance with the 30 ACTS rule. (If necessary)<ul style="list-style-type: none">● <u>I made the required course changes within the first month of my Erasmus mobility. I understand that the Changes to LA at the end of my mobility will not be accepted.</u></div> <div><input type="checkbox"/> Extension Form: For fall term students extending their mobility to spring term.</div>	

After Your Mobility
<input type="checkbox"/> Duration Sheet: I got the signatures for confirmation of departure from the host institution.
<input type="checkbox"/> Failed Course Form: I filled out the form and got signatures from the host institution. (If necessary)
<input type="checkbox"/> Transcript of Records: I sent my ToR to my home institution.
<input type="checkbox"/> Recognition Outcomes
<input type="checkbox"/> Final Report: I have completed the EU Survey that was sent to my e-mail and sent a copy of it to the IAU Erasmus Office via email
<input type="checkbox"/> Copy of Passport: I have sent a copy of pages that show exit and entrance stamps to and from Türkiye to IAU Erasmus Office.

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