

## Application Guideline for Incoming Erasmus Students 2017 –2018

| Autumn Term<br>(First Semester and Full Year) |                            | Spring Term<br>(Second Semester) |                                |
|---|----------------------------|----------------------------------|--------------------------------|
| Nomination Deadline                           | Application Deadline       | Nomination Deadline              | Application Deadline           |
| 15 <sup>th</sup> June, 2017                   | 1 <sup>st</sup> July, 2017 | 18 <sup>th</sup> September, 2017 | 15 <sup>th</sup> October, 2017 |

\*All required application documents should be completed and sent by e-mail by these deadlines. Incomplete applications after the deadline will not be accepted.

\*\*Erasmus Student Applications without nomination by the sending universities will not be accepted.

### REQUIRED DOCUMENTS


- Application Form
- Yaşar University Learning Agreement (available at <http://erasmus.yasar.edu.tr/documents/>)
- Transcript of Records
- Copy of Passport
- Biometric Photo

### APPLICATION PROCEDURE

- 1) Application Form – will be available for nominated students at: <http://applyerasmus.yasar.edu.tr>
- 2) In order to fill the form, you should register and get a password by the “new user” section on the page by using also your National or Passport ID Number.
- 3) After you receive your **password** by e-mail, you can login by using your ID Number and password.

In order to complete the application, it is recommended to take each step in the given order by proceeding with the **Next** button.

← → ↻ | applyerasmus.yasar.edu.tr/Login.aspx?ReturnUrl=%2fdefault.aspx

 **YAŞAR UNIVERSITY**  
International Office

**Existing Users**

TC Identity Number / ID Number

Password

[Forgot your password?](#)

**New User**


If you dont have an account please click sign up button.

Yaşar University | International Office

You will see the following 4 different sections on the left menu. Please fill all required fields.

1. **Personal Information**
2. **Education**
3. **Language Proficiency**
4. **Attachments**

applyerasmus.yasar.edu.tr/incomingForm.aspx

 **YAŞAR UNIVERSITY**  
International Office

ERASMUS+ PROGRAMME/ERASMUS  
2016-2017 Erasmus Incoming Student Application Form  
2016/2017

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**PERSONAL INFORMATION**

[Personal Information](#)

[Education](#)

[Language Proficiency](#)

[Attachments](#)

[Save](#)

[Submit](#)

First Name :

Middle Name :

Last Name :

Place of Birth (City and Country) :

Date of Birth :

Nationality :

Passport/ID Number :

Permanent Address :

Home Phone (Code-Number) :

Mobile Phone (Code-Number) :


E-Mail :

Father's Name and Surname :

Mother's Name and Surname :

Please upload 4 attachments into the online application system which are listed below.

1. Photo (passport size - jpg),
2. Yasar University Learning Agreement (pdf)
3. Transcript of Records (in English - pdf)
4. Copy of passport (pdf)

**YASAR UNIVERSITY**  
International Office

**ERASMUS+ PROGRAMME/ERASMUS**  
2016-2017 Erasmus Application Form for Incoming Students  
2016/2017

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[Personal Information](#)

[Education](#)

[Language Proficiency](#)

**[Attachments](#)**

[Save](#)

[Submit](#)

| Status     | Attachment Name                           | Template                      |
|------------|---|-------------------------------|
| Not Posted | Photo (jpg)                               | <input type="text"/> Gözet... |
| Not Posted | Passport (pdf)                            | <input type="text"/> Gözet... |
| Not Posted | Yaşar University Learning Agreement (pdf) | <input type="text"/> Gözet... |
| Not Posted | Transcript of Records (pdf)               | <input type="text"/> Gözet... |

4) In each stage you can save your application. After you saved your application, please do not forget to submit it.

The screenshot shows the 'PERSONAL INFORMATION' section of the application form. A modal dialog box is displayed in the center with the following text:

**Bu site diyor ki...**  
Your application is saved. After you complete it, please do not forget to submit

Below the dialog box, the form fields are visible, including:

- Date of Birth :
- Nationality :
- Passport/ID Number :
- Permanent Address :
- Home Phone (Code-Number) :
- Mobile Phone (Code-Number) :
- E-Mail :

The 'Save' button is highlighted in the left sidebar, and a 'Tamam' button is located at the bottom of the dialog box.

5) After you submit your application, you won't be able to make any changes in the form. If you need to make any changes you should delete the form and start to fill it again.

The screenshot shows the 'PERSONAL INFORMATION' section of the application form. A modal dialog box is displayed in the center with the following text:

After you submit your application you will not be able to make any changes in the form.  
Do you want to submit it now?

Below the dialog box, the form fields are visible, including:

- Date of Birth :
- Nationality :
- Passport/ID Number :
- Permanent Address :
- Home Phone (Code-Number) :
- Mobile Phone (Code-Number) :
- E-Mail :

The 'Submit' button is highlighted in the left sidebar, and a 'Continue' button is located at the bottom of the dialog box. A 'Previous' button is also visible at the bottom right of the form area.

6) If you don't fill all required parts, system will warn you to complete the missing parts in order to submit the form.

The screenshot shows the Erasmus+ application form submission page. A dialog box is displayed in the center with the following text:

Bu site diyor ki...  
Please complete your application to submit it

Tamam

After you submit your application you will not be able to make any changes in the form.  
Do you want to submit it now?

Department Coordinator E-Mail : cannot be empty  
Institutional Coordinator : cannot be empty  
Institutional Coordinator Telephone : cannot be empty  
Institutional Coordinator Fax : cannot be empty  
Institutional Coordinator E-Mail : cannot be empty  
Diploma Degree for which you are currently studying : cannot be empty  
Year of Study : cannot be empty  
Please fill the why you would like to participate field  
You have to upload your attachments  
You have to fill Semester, date of arrive and period fields in Education section  
You have to choose if you want to attend course in Language Proficiency section  
Please fill Language Proficiency section - mother tongue and university language

Previous

7) If you want to log out without saving your application, all unsaved data will be lost. Please do not forget to save your application before you log out in order to proceed it later on.

The screenshot shows the Erasmus+ application form submission page. A dialog box is displayed in the center with the following text:

Bu site diyor ki...  
If you didn't save your application all unsaved data will lost.  
Do you want to log out?

Bu sayfanın daha fazla ileti oluřturmasına izin verme

Tamam İptal

After you submit your application you will not be able to make any changes in the form.

Institutional Coordinator Fax : cannot be empty  
Institutional Coordinator E-Mail : cannot be empty  
Diploma Degree for which you are currently studying : cannot be empty  
Year of Study : cannot be empty  
Please fill the why you would like to participate field  
You have to upload your attachments  
You have to fill Semester, date of arrive and period fields in Education section  
You have to choose if you want to attend course in Language Proficiency section  
Please fill Language Proficiency section - mother tongue and university language

Previous

8) After you submit your application, print it out. The application form must be signed by you and signed, stamped by your home institution. It must be sent with the attached printed documents of Yasar University Learning Agreement, Transcript of Records, Copy of Passport and a photo by the application deadline.

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*International Office*

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