

METU INTERNATIONAL COOPERATIONS OFFICE
FREQUENTLY ASKED QUESTIONS
ABOUT THE RECOGNITION ON MOBILITY PROGRAMS

1. OUTGOING STUDENTS-STUDY PROGRAM

How much course load/ECTS credits METU students must have in order to apply for mobility programs?

Every student who will apply to a mobility program must have at least 30 ECTS of course load for the semester that they will conduct their mobility in their METU curriculum.

How much course load/ECTS credits METU students must take during their mobility programs at the host institution?

Every student who will participate in a mobility program under Erasmus must take at least 30 ECTS of course/thesis study/project (and must pass the courses which are equal to at least 20 ECTS credits to receive their Erasmus grants in full).

What if the host institutions do not use ECTS credit system or the ECTS credits of the courses offered by the host institution are systematically low?

In such cases, the number of courses (of 5 courses for a semester) will be the main criteria in assessing the students' suitability for participating in a mobility program.

How are the courses taken by the students at the host institutions recognized at METU after their return?

The courses taken at the host institution are recognized as the agreed corresponding courses in the Erasmus documents Learning Agreement and Academic Confirmation Form. The recognized courses have EX (Exempt) grade in the corresponding semester and are mentioned in the "Remarks" part of the students' METU transcripts. The grades of those recognized courses are not included in students' METU CGPAs, but deducted from their METU course loads (the min. credits that students must complete at their METU departments).

What happens if students fail their courses taken at the host institutions?

In the current state, the successfully passed courses at the host institution are recognized at METU, while the failed courses are not recognized. However, under the Erasmus rule of full recognition, even the failed courses taken at the host institution should be recognized at METU and these courses should be mentioned in the "Remarks" part of the students' transcripts. In order to recognize the failed courses at the remarks part of the transcripts, International Cooperations Office is working on a solution in collaboration with the Student Affairs Office.

Are the courses taken by the students at the host institutions and failed (or below CC/BB) recognized at METU after their return?

In the current state, the failed courses (or the courses with grades below CC/BB) are not recognized at METU. However, under the Erasmus rule of full recognition, even the failed courses taken at the host institution should be recognized at METU and these courses should be mentioned in the "Remarks" part of the students' transcripts. In order to recognize the failed courses at the remarks part of the transcripts, International Cooperations Office is working on a solution in collaboration with the Student Affairs Office.

What is the procedure to follow if the host institution does not include the failed courses on the transcripts?

The host institution may be asked to provide an alternative document which states that the student had attended and failed the course. This alternative document can be used to recognize the failed courses at METU transcripts.

Is it possible for the course(s) taken by the students at the host institution to be recognized as NI at METU?

Since NI (Not Included) grade would mean non-recognition, it is against the Erasmus rule of full recognition. Therefore, courses taken at the host institution should not be recognized at METU as NI.

Is it possible for students to replace their mobility courses with the ones that they have taken at METU and failed before?

The failed courses taken by the student at METU before cannot be replaced with the courses taken during Erasmus period.

Is it possible for graduate students in the thesis stage to study their thesis at the host institution during their mobility program?

Yes, graduate students can conduct thesis research for a semester during Erasmus mobility under the supervision of a professor at the host institution. However, the student cannot complete all or major part of their thesis research during their stay at the host institution. It is students' own responsibility to find an appropriate thesis advisor at the host institution for their mobility period.

How are the thesis studies taken by the students at the host institutions recognized at METU after their return?

The thesis studies are recognized at METU as Master Thesis/PhD Dissertation and Special Studies courses, which normally a graduate student must take for every semester at METU.

What type of documents are signed/confirmed by the departmental mobility coordinators and used for the recognition of mobility studies?

The recognition is ensured through the Learning Agreement (before, during after) or Online Learning Agreement (before, changes) as well as Academic Confirmation Form-Before and Academic Confirmation Form-After documents which the signatures make commitments to recognize the courses mentioned. Please bear in mind that by signing LAs and Academic Confirmation Forms before the mobility period, departmental coordinators make a commitment for the recognition of those courses after students' return.

2-OUTGOING STUDENTS-INTERNSHIP PROGRAM

Is it possible to recognize Erasmus+ traineeship program as the must internship course of the related department?

Yes, if the related METU department agrees that the content of the Erasmus traineeship is in line with the must internship course at METU, then recognition is possible.

If the department does not have a must internship course, how is the Erasmus+ traineeship program is recognized at METU after students' return?

In this case, Erasmus internship is recognized under the "International Summer Practice" course which is available for all METU departments with specific departmental course codes.

Students have right to attend Erasmus+ traineeship program after their graduation (in 12 months); how is the recognition procedures are organized in this case?

For students who attend Erasmus+ traineeship program after their graduation, recognition cannot be provided.

What type of documents are signed/confirmed by the departmental mobility coordinators and used for the recognition of Erasmus+ traineeship program?

The recognition is ensured through the Learning Agreement (before, during after) as well as Academic Confirmation Form-Before and Academic Confirmation Form-After documents which the signatures make commitments to recognize the traineeship course mentioned. Please bear in mind that by signing LAs and Academic Confirmation Forms before the mobility period, departmental coordinators make a commitment for the recognition of internship program after students' return.

3-INCOMING STUDENTS-STUDY PROGRAM

How much course load/ECTS credits incoming mobility students must take during their mobility programs at METU?

Erasmus+ KA171 Students (students within the Non-European Erasmus Program who receive Erasmus+ grants from our side) have to take 30 ECTS of course load. The system also allows them to take 27 ECTS but less is not accepted. There is no restriction for other program students but they also recommended to take at least 3 courses and preferably 5 courses.

Which types of incoming exchange students are there at METU?

Students can visit METU for their exchange studies under the following programs: Overseas Exchange, Erasmus+ KA171 (ICM or Non-European Erasmus, funded by our side), Erasmus+ KA131 (European Erasmus, funded by their own Universities) and IISMA (Indonesian International Student Mobility Awards).

How are the courses to be offered for incoming exchange student determined? What is the procedure followed?

For each course and section, 2 quotas are automatically assigned for exchange students. Capacity can be increased by the departments even during the course registration period. Each semester, departments and our departmental coordinators are reminded that the courses which are not suitable for exchange students only with academic reasons can be closed via the program OIBS 4. Otherwise, sections of the courses can be taken by at least 2 exchange students.

How are departments of incoming students are determined? Under what conditions the departments of the incoming students are changed?

The departments of the exchange students are determined according to their course lists. The majority of their courses determines the department. (if 3 out of 5 courses taken from the Economics department, then the student registered to the Economics department) If the students change their courses and take the majority from a different department, then we also change their departments.

How is the course registration process for incoming students conducted? Is it different than the regular METU students?

Incoming Students use a different program from regular METU students for their course registration. OIBS640 is open for them to see the courses available to incoming students and to finalize their course registration. Therefore, the capacities assigned for them do not affect the regular METU students.

Is it possible for incoming graduate students in the thesis stage to study their thesis at METU during their mobility program?

Master's and doctoral students can also participate in the program. These students can be accepted on the condition that they find a professor for their studies at METU and get a pre-approval for their work. Master's and doctoral students enroll in Thesis or PhD Dissertation course of their professor at METU. These students continue their studies at METU for only one semester, provided that they complete their thesis in their own institution.

Is it possible for incoming graduate students in the thesis stage to complete their thesis at METU during their mobility program, with an official co-advisor appointment among METU academic staff?

No, it is not possible for exchange students to complete their thesis at METU. Their studies cannot be registered to the YÖK system and their professors at METU cannot be their advisor or co-advisor registered to the YÖK System as they can be for regular METU Students.

What type of documents are signed/confirmed by the departmental mobility coordinators and used for the recognition of mobility studies of incoming students?

Erasmus+ KA171 Students have to fill Learning Agreement by showing that they take 30 ECTS of course load. This document must be signed by the departmental coordinators. Incoming students are also required to transfer their exchange courses taken at METU to their home institutions; recognition process is also valid for them. For this reason, taking the courses appropriate for the curriculum of their home institution is highly essential for incoming Exchange students.