

Dear student,

Congratulations, you have been accepted to spend the **Fall semester of 2019-2020 Academic Year** at our institution. We are excited to host you at METU and we expect you to be here **on September 16, 2019 Monday**, when the orientation week starts.

1. Acceptance Letter, Visa, Passport and Residence Permit

Acceptance letter is the document proving that you have been officially accepted by METU as an exchange student. The document also includes the financial details of your exchange semester that will be supported by Erasmus+ funds.

Acceptance letter may be used for visa purposes for those who are required to have a visa to enter Turkey. Not all visitors from abroad are required to obtain visa to enter Turkey. Therefore, we strongly advise you to examine the visa procedures specific for your country to enter Turkey from the following link;

<http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa>

If you require a visa, you may apply to the nearest Turkish Consulate/Embassy with your acceptance letter.

Moreover, regardless of your visa status, you must apply for a Residence Permit within one month of your entrance to Turkey. There will be specific sessions regarding the residence permit procedures during our orientation program, and our office will provide assistance all through the residence permit procedures to all of the exchange students.

Students must hold a passport, which is valid until +60 days after the end of their stay in Turkey. Therefore, students must be very careful about the expiry date of their passports.

2. Arrival

We are sending you some useful documents about METU that you may benefit before your arrival. It includes the important dates and details about your semester here. You can also find guidelines about how to come to METU, once you arrive in Ankara. Please read them carefully.

Each student is responsible for their own travel costs, and pick-up service will not be arranged by the International Cooperations Office.

3. Advisors and Host Students

There will be an advisor for each student at METU International Cooperations Office (ICO). He/She will be covering the **administrative** details of your semester.

In addition to advisors at our office, each student will be assigned volunteering METU students as his or her hosts. Host students help incoming international students in their **social** matters to feel welcome and comfortable as they make their transition to life in Turkey and as students at METU. The contact details of your host student will be announced mid-August. The host students are coordinated by ICO with the help of Erasmus Student Network (ESN) at METU.

Before your arrival, you will be given the contact details of your host students. We encourage you to contact your host student in advance if you have any questions regarding studying at METU, Ankara and Turkey.

4. Accommodation

METU offers on-campus accommodation to all of the incoming exchange students. There are several types of dormitories that you will be able to choose among, with different price options. Applications for accommodation will be taken by the end of July and the results will be announced in August.

Please be aware that each student is responsible for their own accommodation costs.

All incoming students who arrive earlier than September 16, 2019 can stay in temporary dorms for the first few days of their stay (15-20 TL per day) without making an application. Afterwards, those who have a permanent room reservation on campus will move into their permanent dorms. ICO will provide much detailed information about the dorms soon.

5. Orientation Program

We expect you to attend our Orientation Program for exchange students, which starts on September 16, 2019. The orientation program consists of information sessions about administrative issues such as residence permit, how to use campus facilities etc., socio-cultural aspects of Turkey, and tours in Ankara and its surroundings. Moreover, the program consists of the "Beginning Turkish" course and various seminars given by METU faculty about culture shock, Turkish foreign policy, architecture, customs and traditions.

6. Course Selection and Registration

ICO will contact you about how to select courses and how to prepare "Learning Agreement-Before the Mobility" document once the available courses are announced. In the meantime, you may inquire the courses on these links:

- Course/prerequisites/restrictions/staff/hours:
https://oibs3.metu.edu.tr/View_Program_Course_Details_64/
- Content of courses: <https://catalog.metu.edu.tr/>

You can also check the websites of each department.

We urge you not to proceed before you are asked to send the LA-Before (Learning Agreement-Before the Mobility).

We will provide a session about how to register to the courses, during the orientation week. You will be given two weeks to complete the course registration after the orientation week.

Please keep in mind that Erasmus+ program requires students take courses or make research that amounts to min. 30 ECTS per semester (ECTS = European Credit Transfer System). This is one the requirements of Erasmus+ scholarship.

7. Health Insurance

A health insurance valid in Turkey, which covers the whole period of your mobility, is compulsory for all incoming students. The health insurance is necessary for residence permit and scholarship payment. You have two options regarding the purchase of health insurance:

a- You may purchase it in your home country, and use it for the procedures here. Please keep in mind that the health insurance must be valid in Turkey with sufficient coverage especially in cases of specific medical intervention. If you purchase your health insurance in your home country, then you are required to submit the English version of your health insurance policy to ICO.

b- You may purchase a health insurance in Turkey covering the specific requirements, upon your arrival with the help of ESN and the host students. Please keep in mind that if you choose this option, you may be required to pay around 150-200 Turkish Liras.

8. Scholarship and Expenses

Erasmus+ KA107 ICM students who are accepted with scholarship (there are zero-grant Erasmus+ students as well and these students will not be provided Erasmus+ scholarship) to METU receive € 800 per month as individual support and some amount of travel support (fixed amount, regardless of the ticket price). (In order to learn your scholarship status, please contact your advisor).

Travel Distance	Amount
Between 10 and 99 km	20 € per participant
Between 100 and 499 km	180 € per participant
Between 500 and 1999 km	275 € per participant
Between 2000 and 2999 km	360 € per participant
Between 3000 and 3999 km	530 € per participant
Between 4000 and 7999 km	820 € per participant
8000 km or more	1500 € per participant

70% of the total amount will be paid upon your arrival. **The scholarship payment will take around 2-3 weeks after the necessary procedures are completed. In the meantime, you should be prepared to cover your own expenses such as dormitory payments, personal expenses, etc. We suggest you bring enough money for your possible expenses for the time until you receive the scholarship payment.**

The remaining 30% of the scholarship will be paid to you after the successful completion of your study at METU.

9. Contact Details

International Cooperations Office

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E-mail: icm@metu.edu.tr

Office URL: www.ico.metu.edu.tr

Please do not hesitate to contact us if you need further information or assistance.

We look forward to seeing you on our lovely campus.

Best wishes,

METU ICO.



ORTA DOĞU TEKNİK ÜNİVERSİTESİ
MIDDLE EAST TECHNICAL UNIVERSITY

Uluslararası İşbirliği Ofisi

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