

Dear student,

Congratulations, you have been accepted to spend the **Spring semester of 2023-2024 Academic Year** at our institution. We are excited to host you at METU and we expect you to be here **on February 12, 2024 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 (only if you are supported by Erasmus+ funds by METU).

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 will send you a detailed Exchange Info Package and you will see some useful information about transportation at METU and Turkey. Other than that, please be aware that each student is responsible for making travel arrangements and travel costs, and pick-up service cannot be arranged by the International Cooperations Office, unfortunately. Please also note that METU ICO does not arrange the plane tickets for incoming students, rather, it is participants' own responsibility.

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 very soon. 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 for incoming exchange students. However, please be aware that due to the limitation of rooms, placement is not guaranteed. METU ICO has already sent application forms for accommodation and it will work on first come-first serve basis. Hence, we kindly expect you to submit your applications in your earliest convenience, until the announced deadline (please see the e-mail).

Please note that it is not possible for students to apply for dorms other than the ones offered for Exchange/Erasmus students. It is also not possible for students to change their dorms after the placement. Please be aware that each student is responsible for their own accommodation costs. Those students who do not apply for accommodation during the official application period will not be able to stay in METU dorms.

Only for students who are supported by Erasmus+ funds by METU:



The Erasmus+ scholarship payment will take around 3-4 weeks after the necessary procedures are completed. In the meantime, you should be prepared to cover your own expenses such as dormitory payments (monthly payment and deposit), personal expenses, etc. In order to stay in METU dorms, you will need to complete your registration by making their first payment in the orientation week. So, students are required to be financially prepared to cover their possible expenses for the time until they receive the scholarship payment.

5. Orientation Program

We expect you to attend our Orientation Program for exchange students, which starts on **February 12, 2024**. 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. We will send you detailed program of orientation week very soon.

6. Course Selection and Registration

Interactive Course Registrations and Advisor Approvals Period: 14-16 February, 2024

ICO will contact you about how to select courses and how to prepare "Learning Agreement-Before the Mobility" (only valid for Erasmus+ ICM incoming students who are supported by

Erasmus+ funds by METU" 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/](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 a certain period of time to complete the course registration during the orientation week (and during the add-drop period).



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 of the requirements for Erasmus+ ICM students who will be supported with Erasmus+ funds by METU

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 (only for students who are supported by Erasmus+ funds by METU). 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.

8. Scholarship and Expenses

Only for students who are supported by Erasmus+ funds by METU:

Erasmus+ KA171 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).

Obtained "km" value	Travel Support
10-99 km	20 Euro
100-499 km	180 Euro
500-1999 km	275 Euro
2000-2999 km	360 Euro
3000-3999 km	530 Euro
4000-7999 km	820 Euro
+8000 km	1500 Euro

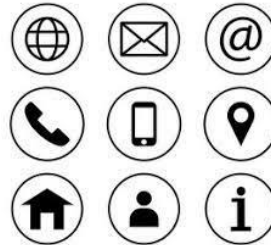


70% of the total amount will be paid upon your arrival. **The Erasmus+ scholarship payment will take around 3-4 weeks after the necessary procedures are completed. In the meantime, you should be prepared to cover your own expenses such as dormitory payments (monthly payment and deposit), personal expenses, etc. In order to stay in METU dorms, you will need to complete your registration by making their first payment in the orientation week. So, students are required to bring enough money for their possible expenses for the time until they 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
 Middle East Technical University
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 06800 Ankara/Turkey
 Tel: +90 312 210 7069
 Fax: +90 312 210 7176
 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,



ORTA DOĞU TEKNİK ÜNİVERSİTESİ
 MIDDLE EAST TECHNICAL UNIVERSITY

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