



**INTERNATIONAL ACADEMIC
RELATIONS DEPARTMENT**

STUDENT EXCHANGE GUIDE



ISTANBUL AYDIN UNIVERSITY
INTERNATIONAL ACADEMIC RELATIONS DEPARTMENT

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ATTACHMENTS

Incoming Student Exchange Application Form

Learning Agreement

Arrival Information Form



ISTANBUL AYDIN UNIVERSITY INTERNATIONAL ACADEMIC RELATIONS DEPARTMENT

REQUIREMENTS

- 1) IAU Application Forms:
 - a. Incoming Exchange Student Application Form [Form 1]
 - b. Certificate of Health [Form 2]
 - c. Statement of Purpose [Form 3]
 - d. Learning Agreement [Form 4]
- 2) One Letter of recommendation from faculty or staff of the applicant's home university.
- 3) One original copy of the applicant's Certificate of Enrollment
- 4) One original copy of the applicant's University Transcript.
(Transcripts or an accompanying document should show the student's GPA. Transcripts in other languages must be accompanied by a Turkish or English translation)
- 5) One photocopy of the applicant's passport information page.
(Please check your Passport expiration date. Your passport must remain valid for the duration of your stay in Turkey.)
- 6) Four Recent Photographs (Passport Type) : 3.5cm by 4.5cm
(Home produced photographs are not accepted. The background of the photo must be white and your ears must appear with your face in the photo.)

NOTICE

- ☞ Documents should be translated and notarized which are not in English or Turkish.
- ☞ Additional documents may be required if necessary and special conditions may apply for some countries.
- ☞ Before mailing out the above documents to us, please send us a scanned copy of the above documents in pdf file (including photo) to the Email address below:
E-mail address: dilarabaskin@aydin.edu.tr
- ☞ If the information provided is found to be false, any consideration for admission will be disregarded.

DEADLINES

Deadline for Fall Semester:

Scanned copies by Email : by June 20
Original copies by post mail : by June 30

Deadline for Spring Semester:

Scanned copies by Email: by October 20
Original copies by post mail: by October 30



EDUCATIONAL PROGRAMS

ASSOCIATE VOCATIONAL DEGREE PROGRAMS (2 YEARS)

➤ ANADOLU BIL VOCATIONAL SCHOOL OF HIGHER EDUCATION

- › Shoe Design and Manufacturing
- › Banking and Insurance
- › Printing and Publication Technologies
- › Computer Programming
- › Computer Programming (English)
- › Computer Programming (Distance Learning)
- › Computer Technology (English)
- › Biomedical Devices Technologies
- › Bureau Management and Manager Assistance
- › Child Development
- › Foreign Trade
- › Foreign Trade (English)
- › Electric
- › Electronic Technologies
- › Real Estate Management
- › Photography and Videography
- › Food Quality Control and Analysis
- › Food Technology
- › Graphic Design
- › Public Relations and Advertising
- › Human Resources Management
- › Construction Technologies
- › Labor Health and Safety
- › Business Management
- › Business Management (English)
- › Jewellery and Jewelry Design
- › Logistics
- › Machinery
- › Architectural Restoration
- › Fashion Design
- › Accounting and Tax
- › Automotive Technologies
- › Marketing
- › Landscape and Ornamental Plants
- › Radio and TV Programming
- › Hair Care and Beauty Services
- › Hospital Management
- › Civil Aviation and Cabin Services
- › Tourism and Hotel Management
- › Tourism and Hotel Management (Distance Learning)
- › Tourism and Guidance (English)
- › Aviation Technologies
- › Applied English-Turkish Translation (English)
- › Applied Spanish-Turkish Translation
- › Applied Russian-Turkish Translation
- › Construction
- › Local Governance

➤ VOCATIONAL SCHOOL OF JUSTICE

- › Justice

➤ VOCATIONAL SCHOOL OF HEALTH SCIENCES

- › Oral and Dental Health
- › Anesthesia
- › Dental Denture Technologies
- › Physiotherapy
- › First and Emergency Aid
- › Opticianry
- › Orthopedic Prosthetics and Orthotics
- › Radiotherapy
- › Medical Imaging Techniques
- › Medical Laboratory Techniques



ISTANBUL AYDIN UNIVERSITY INTERNATIONAL ACADEMIC RELATIONS DEPARTMENT

EDUCATIONAL PROGRAMS

UNDERGRADUATE PROGRAMS (4 YEARS)

➤ FACULTY OF ARTS AND SCIENCES

- › English Language and Literature (English)
- › Statistics
- › Mathematics-Computer
- › Psychology
- › Sociology
- › Turkish Language and Literature

➤ FACULTY OF FINE ARTS

- › Cartoon and Animation
- › Drama and Acting
- › Graphic Design
- › Fashion and Textile Design
- › Performing Arts Directing

➤ FACULTY OF ENGINEERING

- › Computer Engineering (English)
- › Electrical and Electronics Engineering (English)
- › Industrial Engineering (English)
- › Food Engineering
- › Civil Engineering
- › Mechatronics Engineering
- › Mechanical Engineering
- › Textile Engineering
- › Software Engineering (English)

➤ FACULTY OF FINE ARTS

- › Child Development
- › Nursing
- › Audiology
- › Management of Health Institutions

➤ FACULTY OF DENTISTRY

- › Dentistry

➤ HIGHER EDUCATION OF FOREIGN LANGUAGES

- › Translation and Interpretation (English)

➤ FACULTY OF COMMUNICATION

- › Journalism
- › Visual Communication Design
- › Public Relations and Advertising
- › Radio, Cinema and TV
- › Advertisement
- › TV News and TV Program Making

➤ FACULTY OF ECONOMICS AND BUS. ADMIN.

- › Economics and Finance
- › Business Management
- › Business Management (English)
- › Accounting and Finance Management
- › Civil Aviation Management (English)
- › Fashion and Textile Design
- › Performing Arts Directing

➤ FACULTY OF EDUCATION

- › Arabic Language Teacher Training
- › Teacher Training on Computer and Instructional Technologies
- › English Language Teacher Training (English)
- › Pre-school Teacher Training
- › Guidance and Counseling
- › Primary School Teacher Training
- › Turkish Language Teacher Training
- › Teacher Training for Special Education

➤ FACULTY OF ARCHITECTURE AND DESIGN

- › Industrial Product Design
- › Interior Design
- › Architecture
- › Urban Design and Landscape Architecture

➤ FACULTY OF LAW

- › Law

- › Translation and Interpretation (Russian)



EDUCATIONAL PROGRAMS

GRADUATE PROGRAMS

➤ INSTITUTE OF SCIENCES

➤ MASTERS DEGREE PROGRAMS

- › Computer Engineering (Thesis)
- › Information Technologies (Non-thesis)
- › IT Aided Educational Technologies (Non-thesis)
- › Electrical and Electronics Engineering (Thesis)
- › Food Security and Nutrition (Thesis)
- › Food Engineering (Thesis)
- › Civil Engineering (Thesis)
- › Civil Engineering-Construction and Project Management (Non-Thesis)
- › Labor Health and Security (Thesis/Non-Thesis)
- › Urban Design (Non-Thesis)
- › Mechatronics Engineering (Thesis)
- › Mechanical Engineering (Thesis)
- › Architectural Design (Non-thesis)
- › Architecture (Thesis)
- › Electrical and Electronics Engineering (English)
- › Industrial Engineering (English)
- › Food Engineering
- › Civil Engineering
- › Mechatronics Engineering
- › Mechanical Engineering
- › Textile Engineering
- › Software Engineering (English)

➤ Ph.D. PROGRAMS (4 YEARS)

- › Computer Engineering
- › Food Security and Nutrition
- › Food Engineering
- › Civil Engineering
- › Architecture

➤ INSTITUTE OF SOCIAL SCIENCES

➤ MASTERS DEGREE PROGRAMS

- › E-Business (Distance Learning/Non-thesis)
- › Educational Management and Administration (Thesis/Non-Thesis)
- › Curriculum Development and Instruction (Thesis/Non-Thesis)
- › Visual Arts (Thesis)
- › Public Relations and Advertising (Thesis)
- › Graphic Design (Thesis)
- › English Language and Literature (English/Thesis)
- › Human Resources Management (Thesis/Non-thesis)
- › Business Management (Thesis)
- › Business Management (English/Thesis)
- › Public Law (Thesis)
- › Local and Decentralized Administration (Thesis/Non-thesis)
- › Accounting and Auditing (Thesis)
- › Private Law (Thesis)
- › Psychology (Thesis/Non-thesis)
- › Primary School Teacher Training (Thesis/Non-thesis)
- › Political Science and International Relations (English/Thesis)
- › Theatre Directing (Thesis)
- › Turkish Language and Literature (Thesis)
- › International Economics (Thesis/Non-thesis)
- › International Relations and Research on Terrorism (Thesis)
- › International Relations and Research on Intelligence and Investigation (Thesis)
- › Business Administration for Managers (Non-thesis)
- › Business Administration for Managers (English/Non-thesis)

➤ Ph.D. PROGRAMS (4 YEARS)

- › Public Relations and Advertising
- › Business Management
- › English Language and Literature (English)
- › Turkish Language and Literature

➤ MASTERS DEGREE PROGRAMS

- › Graphic Design



ISTANBUL AYDIN UNIVERSITY INTERNATIONAL ACADEMIC RELATIONS DEPARTMENT

BEFORE YOUR ARRIVAL

Student Visa

A **STUDENT VISA** is required for you to be registered as a student in Turkey. You must apply for a student in Turkey. In order to apply for a student visa, you will need to visit the nearest Turkish Consulate in your country with the following documents:

- ✎ The Letter of Acceptance from Istanbul Aydın University
- ✎ A completed visa application form
- ✎ Visa Fee

* The required documents for the consulate may vary please visit consulate web site for detailed information

AFTER YOUR ARRIVAL

Residence Permit Application

A Residence Permit is an official document stating registration with the Directorate of Security (Emniyet Müdürlüğü). All international students, regardless of status, are required to apply for a residence permit within a month as soon as they arrive in Turkey. You cannot go abroad before you obtain the residence permit document. If you do, you will be put in the block list by a stamp on your passport which causes 3-months-of block to your coming back to Turkey. You are required to make an online appointment from the following link:

https://e-randevu.iem.gov.tr/yabancilar/islem_sec.aspx. You can make an appointment at the Vatan Police Station regardless of your residence address.

Required Documents For Residence Permit:

- 1) Filled Application Form (https://e-randevu.iem.gov.tr/yabancilar/islem_sec.aspx), which should be printed in colour.
- 2) Student Certificate (You can pick up this document from Student Affairs Department after you submit the required documents for registration)
- 3) Your **PASSPORT** containing a **STUDENT VISA**
- 4) A copy of the following pages in your passport containing your photo, information concerning identification, duration of you passport, Student Visa and the stamp in your passport showing your last entry date to Turkey. The last entry date is the date you arrive to Turkey for your exchange stay.
- 5) 4 passport size photos
- 6) Fee for Residence Permit Card (50TL)



ISTANBUL AYDIN UNIVERSITY INTERNATIONAL ACADEMIC RELATIONS DEPARTMENT

COMPULSORY HEALTH INSURANCE

This insurance is not optional unless you have your own insurance. In this case, you should contact the staff at the office of International Student and Staff Affairs with the documents of proof and have them advise and register you to the Compulsory Health Insurance if need be.

Why do I need Compulsory Health Insurance?

The Compulsory Health Insurance is required for below purposes:

- ✎ Registration to the University.
- ✎ To renew your registration to the University.
- ✎ To obtain a residence permit.

Your CHI covers your treatment at the hospitals which are in agreement with Social Insurance Institutions. The types of treatments that are covered by Health Insurance is explained below with details.

I. When does your insurance start?

After you apply for the Compulsory Health Insurance in International Students and Staff Affairs Office, you are required to make the determined payment to activate it. Generally, you receive the policy and your insurance the following day after the payment has been made.

II. How to make the payment?

You are required to pay the determined amount to your International Student and Staff Affairs Office to maintain your insurance during your education. The payment should be in cash and it should be paid to the International Student and Staff Affairs.

Note: If you do not know your ID number, you should get your tax number to obtain Insurance.

REMINDER!!!

IF you fail to make your payment annually;

- ◆ You can not benefit from insurance in hospitals,
- ◆ You will not be able to process your registration at the University.
- ◆ You will not be able to renew your registration at the University
- ◆ You will not be able to obtain your residence permit.
- ◆ You have to pay for everything for whatever type of treatment you receive when visiting a hospital.

Please be aware that without insurance, hospital expenses are extremely high, especially if you have an accident or illness requiring hospitalization or the care of a specialist. We recommend that you pay regularly.



COMPULSORY HEALTH INSURANCE

I. What is covered by the Compulsory Health Insurance?

Compulsory Health Insurance covers many health care costs. Under Compulsory Health Insurance, you can be treated as a patient in a public/private hospital, at minimum charge, by a doctor appointed by the hospital.

Warranties	It is valid in type B institutions. It is not valid in type A institutions.				
		Warranty Limits			
Ambulatory Treatment					
Doctor	Annual	60%	2.000 TL		
Medication					
Visualization					
Labortatory					
Modern Diagnosis					
Physical Therapy (20 sessions)					
Medical Auxiliary Equipment				60%	2.000 TL
Inpatient Treatment					
Surgery	Annual	100%	Unlimited		
Contracted Health Care Provider / Nonagreement Health Care Provider / Nonagreement Doctors	Each and every occurrence		Minimum fee tariff		
Hospital Treatment	Annual		Unlimited		
Artificial Limb	Annual		5.000 TL		
Chemotherapy-Radiotherapy-Dialysis	Annual		Unlimited		
Minor Medical Treatments	Annual		Unlimited		
Room-Meals-Accompaniment (180 Days in a year)	Annual		Unlimited		
Intensive care (90 Days in a year)	Annual		Unlimited		
Ambulance (Land)	Annual		Unlimited		
Rehabilitation	Annual		5.000 TL		
Dental Treatment (Due to Traffic Accident) (20 Sessions)	Annual		Unlimited		
Physical Therapy (Due to Traffic Accident)	Annual		Unlimited		
Domiciliary Care ()	Annual		Unlimited		

* For more information about the subject, please contact: issa@aydin.edu.tr



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IMPORTANT NOTICE FROM IMMIGRATION OFFICE

Obtaining a residence permit is obligatory for the foreigners who will stay in Turkey more than 90 days or the time allowed by visa exemption.

From now on, your residence permit documents will be sent to your addresses. Thus, it is essential to declare your full address (Your University's address) accurately during the application for your residence permit. If you would like to extend your residence permit, you must fill your application at the governorship of your place of residence. To this end, you may begin the application procedures 60 days prior to the expiry date.

When you apply for your residence permit, you will receive an "application document" free of charge. Even though your residence permit has expired, this document will provide you with a right to legally stay in Turkey until your application is finalized.

About your residence permit document

Make sure that you carry your residence permit with you along with your passport at all times.

If you lose your permit, please consult the concerning authority as soon as possible.

At this stage, you are not expected to take any action with regard to the signature space at the back of your card. Please leave this space blank.

Residence permit documents cannot be used for any purpose other than its stated purpose, and this document, alone, does not provide and right to work.

You can enter from border gates without holding a visa provided that you have you valid residence permit document.



ISTANBUL AYDIN UNIVERSITY
INTERNATIONAL ACADEMIC RELATIONS DEPARTMENT

DORMITORY LIST

All-Girl Dormitories

Istanbul Aydın University Student Dormitory	
Address:	Gültepe Mahallesi / 1012 Sokak No: 4-6 Küçükçekmece / ISTANBUL
Phone:	0090 212 540 17 10 0090 212 540 17 02
Web site	http://www.cmckonaklama.com/

Private ALGIN Student Dormitory	
Address:	Cihangir Mahallesi Sanayi Sokak No: 37 Avcılar / ISTANBUL
Phone:	0090 212 422 45 85
Web site	www.alginyurt.com

Private BAKIRKÖY Student Dormitory	
Address:	Bahçelievler Mah. Adnan Kahveci Blvd. No: 79 Bahçelievler / ISTANBUL
Phone:	0090 212 660 38 93 0090 212 660 38 97
Web site	www.bakirkoykiziyurdu.com
E-mail	iletisim@bakirkoykiziyurdu.com

Private ELİT Student Dormitory	
Address:	Bahçelievler Mah. Adnan Kahveci Blvd. No: 79 Bahçelievler / ISTANBUL
Phone:	0090 212 441 38 00 Mobile: 0090 545 441 38 00
Web site	www.bahcelievlerelitkizapart.com
E-mail	info@bahcelievlerkizapart.com

Private FLORYA Student Dormitory	
Address:	Cami Sokak No: 11 Besyol Florya / ISTANBUL
Phone:	0090 212 425 35 70 0090 212 425 35 60
Web site	www.kizyurduflorya.com
E-mail	info@kizyurduflorya.com

Private GÜVENLER Students Dormitory	
Address:	Gümüşpala Mahallesi. Zabit Sokak No: 1 / 1 Avcılar / ISTANBUL
Phone:	0090 212 695 19 31
Web site	www.guvenlerkizogrenciyurdu.com.tr
E-mail	

Private ISTANYURT Student Dormitory	
Address:	Avcılar Yanyol Gümüşpala Mahallesi Şair Nedim Sokak No: 7 Avcılar / IST.
Phone:	0090 212 695 34 37 Mobile: 0090 533 441 35 18
Web site	www.istanyurt.com

Private MERTER Student Dormitory	
Address:	Nafiz Gürman Mah. Nazım Erten Sokak No:11 Merter / ISTANBUL
Phone:	0090 212 644 18 49 0090 212 644 18 06
Web site	www.merterkiziyurdu.com



ISTANBUL AYDIN UNIVERSITY
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DORMITORY LIST

All-Boy Dormitories

Private FLORYA Student Dormitory	
Address:	Cami Sokak No: 15 Beşyol Florya / ISTANBUL
Phone:	0090 212 425 20 14 0090 212 425 20 16
Web site	www.floryaerkekyurdu.com

Co-ed Dormitories

Private KONUŞ Student Dormitory	
Address:	Sanayi Mah. Gaziosmanpaşa Cad. Yıldırım Sok. No: 7-9 Güngören / IST
Phone:	0090 212 502 57 67 0090 212 641 07 14
Web site	www.gungorenogrenciyurdu.com
E-mail	bilgi@gungorenogrenciyurdu.com

Private OKTAN Student Dormitory	
Address:	Merkez Mah. Reşit Paşa Cad. Okutan İş Merkezi No: 54 / 3 Avcılar/IST
Phone:	0090 212 590 91 14 0090 212 590 91 16
Web site	www.oktanyurtlari.com

Student Lofts

Republika Academic Aparts	
Address:	Republika Academic Aparts Büyükçekmece Alkent İkibin Mah. Hadımköy Yolu Cad. No: 37 / 2 34500 Büyükçekmece / ISTANBUL
Phone:	0090 212 381 22 06
Web site	www.republika.com.tr
Notice	Special Prices for the first 100 University student residents, starting from 199 Euro's



ISTANBUL AYDIN UNIVERSITY INTERNATIONAL ACADEMIC RELATIONS DEPARTMENT

UPON YOUR ARRIVAL

Orientation Description

At the beginning of each term, International Academic Relations and IAU Erasmus Office holds a mandatory orientation program for new exchange students. This program is designed to provide you with valuable information and facilitate your transition to Istanbul Aydin University. By participating in Exchange and Erasmus Student Orientation, you will gain essential information about:

- ◆ Residence permit rules and regulations that affect your visa status
- ◆ Student health services and health insurance requirements at Istanbul Aydin University
- ◆ Academic life at IAU and how to register for classes
- ◆ Campus and community resources-campus tour
- ◆ Opportunities to meet other new international and domestic students at IAU

All newly admitted exchange students are required to attend orientation and immigration document check-in

Orientation Dates

Fall Semester: In September

Spring Semester: In February

Arrival at IAU

Visit the International Academic Relations Office, address:

Istanbul Aydin University
Florya Campus J Block 2. Floor
International Academic Relations Office
Besyol Mahallesi İnönü Caddesi No: 40
34295 Sefakoy / Küçükçekmece
Istanbul / TURKEY
Email: international@aydin.edu.tr

On arrival you will acquire a Student Card provided by IAU Student Affairs Office.

You will also receive a password to gain access to the Faculty's computers and will be informed of the schedules of the courses.

If you want to change the learning agreement you should contact the International Academic Relations Coordinator of the University upon arrival.

Useful Links:

- ✓ www.aydin.edu.tr
- ✓ www.internationalrelations.aydin.edu.tr
- ✓ www.howtoistanbul.com

Please follow us on:

- ✓ www.twitter.com/IAUintoffice
- ✓ www.facebook.com/intstuoffice

Emergency Numbers:

Health Emergency: 110
Police: 155
Fire: 110
International Registration: 115
Emergency: 112

Emergency Numbers in IAU

Gurkan Donat (Int.Aca.Rel.Coord.): 0090 532 321 09 18
Ebru Aytanc (Stu. & Staff Aff. Coord.): 0090 530 177 14 66
Dilara Baskin (IAR Comm. Specialist) 0090 536 382 21 88



ISTANBUL AYDIN UNIVERSITY
INTERNATIONAL ACADEMIC RELATIONS DEPARTMENT

INCOMING EXCHANGE STUDENT APPLICATION FORM

- Completed Incoming Exchange Student Application Form
- Copy of Official Student Transcript
- Copy of Passport
- Learning Agreement
(Home University portion completed and signed)

Your recent photograph here.
4x3cm
(taken within 6 months)

Application without photos are
not accepted.
No Staples

SECTION ONE - PERSONAL INFORMATION

PERSONAL DETAILS

Student ID			
Name			
Surname			
Father's Name			
Mother's Name			
Passport Number			
Name shown in passport			
Date of Birth	DD	MM	YY
Place of Birth			
Nationality	Turkish		International Student - it is your responsibility to ensure your Turkish student visa in not cancelled while you are on exchange

PERMANENT ADDRESS

Address			
District		Postal Code	
Email		Telephone	

EMERGENCY CONTACT

Full Name			
Relationship		Telephone	
Address			
District		Postal Code	
Email		Mobile	

SECTION TWO - CERTIFICATION OF HEALTH

1. To be completed within 6 months prior to planned arrival in Turkey.
2. To be filled out in either English or Turkish only.
3. To be completed by the physician.

Applicant's Name:

Adress:

Telephone: E-mail:

Personal Medical History Illness (Check "Present", "Past" or "N/A" for all that apply.)

	Present	Past	None	Remarks
Asthma	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cardiac Disease	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cerebral Disease	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Diabetes	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Epilepsy	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Kidney Disease	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Neuro Disease	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mental Illness	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tuberculosis	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Chicken Pox	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Measles	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Rubella	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mumps	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Diseases	<input type="text"/>			

MEDICAL / DISABILITY NEEDS

Allergy Information (Drugs and Other Severe Adverse Reactions)

Food and/or Other Allergies: Are you currently taking any medication?

Yes No If yes, details:

Do you have any physical or medical conditions?

Yes No If yes, details:

Do you need to take any special medication?

Yes No If yes, details:

Is the general state of the applicant's health good enough for him/her to pursue the course of study in Turkey?

Other Remarks

Date of Examination: Day Month Year

Name of Physician

Signature of Physician:

Contact Number

Name and Address of Medical Facility:

SECTION FIVE - EXCHANGE APPROVAL

EXCHANGE ADVISOR DETAILS (To be completed by your Department Head or International Relations Office)

Staff Name

Position Title

Email

Telephone

Signature

Approval

Yes

No

Date

SECTION SIX - APPLICANT'S DECLARATION

APPLICANT'S DECLARATION AND SIGNATURE

As a participant of the Istanbul Aydin University Student Exchange Program, I hereby agree that I will:

- * Ensure that the units in which I enroll at the Host institution will be credited towards my Home Institution degree before I depart on exchange. If I change my selections, I acknowledge that I am responsible for ensuring that I receive credit towards my degree.
- * Maintain a full-time enrollment as per the enrollment regulations at both home and host institution.
- * Notify the Student Exchange Office of any changes to my final enrollment within two weeks of the start of classes at the host institution.
- * Authorise IAU to release my personal contact details to my next of kin, guardian or other nominated person (as detailed above) in an emergency, and to contact that person on my behalf.
- * Settle all debts with the host institution before I leave to return to my Home University.
- * Abide by the rules and regulations of the host institution at all times.
- * Provide a testimonial about my exchange experience to the Student Exchange Office upon my return.

I further acknowledge that:

- * IAU has informed me of the need to take out adequate travel, medical and hospital insurance cover, and work insurance cover, if applicable. I am aware that it is my responsibility to arrange such cover.
- * IAU will not be liable in any way for any loss, injury, sickness or damage that I may suffer while participating in the program, or which results in any way from my participation in the program, other than arising from or as a consequence of any negligent act or omission of IAU employees.
- * As an exchange student, I am a representative of the University. I will maintain an appropriate standard of behaviour, and am aware that any adverse behaviour will not only reflect poorly on myself, but also on any future participants in the exchange program.
- * It is my responsibility to organise my own accommodation, whether it be directly with the host institution housing department or independent housing arrangements.
- * It is my responsibility to make my own enquiries regarding visa requirements, and to comply with, any legal obligations arising under Turkish or international law which are relevant to my personal involvement in the program.

I declare that the information presented in this application and the accompanying documentation is true and correct. I understand that the IAU Student Exchange Office may terminate my application or nomination for the exchange if I have misrepresented my past and/or present circumstances. I authorise IAU staff to make relevant enquiries to verify my application, and should I be approved to go on exchange, to provide the necessary information to partner institutions for the purpose of arranging my exchange.

Applicant's Signature

Date

D D

M M

Y Y

Please return this form to:

Istanbul Aydin University
International Academic Relations Office
Florya Yerleşkesi İnönü Cad.No:40
Sefaköy-Küçükçekmece/İSTANBUL

For further information:

International Academic Relations Office
Tel: 0212 444 1 428 / 14904
Email: international@aydin.edu.tr
Web: internationalrelations.aydin.edu.tr



ISTANBUL AYDIN UNIVERSITY
INTERNATIONAL ACADEMIC RELATIONS DEPARTMENT

ARRIVAL INFORMATION FORM

Personal Information

Student's Name (Mr. / Ms.) _____
Home University _____
Home Address _____
Phone Number _____
E-mail _____

Emergency Contact Information

Name (Mr. / Ms.) _____
Relationship _____
Home Address _____
Phone Number _____
E-mail _____

Flight Information

Departure from Home Country

Airport: _____
Flight Number: _____
Date: (MM/DD/YYYY) _____
Time of Departure _____

Arrival in Turkey

Airport: _____
Flight Number: _____
Date: (MM/DD/YYYY) _____
Time of Arrival _____