



**Alanya Alaaddin Keykubat
University**

**2019-2020 Academic Year
International Relations Office**

Mevlana Exchange Programme

**Information Pack for Incoming
Student**



Official Name	ALANYA ALAADDIN KEYKUBAT UNIVERSITY (ALKU)
Mevlana Institutional Code	D07-MEVLANA-02
Rector	Prof. Dr. Ahmet PINARBAŞI
Advisor to the Rector for International Relations	Prof. Dr. Leyla HARPUTLU
Mevlana Exchange Programme Institutional Coordinator	Gökhan SOYŞEKERCİ Phone: +90 242 510 60 60 / 7232 E-mail: mevlana@alanya.edu.tr gokhan.soysekerce@alanya.edu.tr
Postal address	International Relations Office Alanya Alaaddin Keykubat University Kestel Mah. Konya Çimento Cad. No:80 Rectorate Building, 4th Floor Postal Code: 07450 Phone: +90 242 510 60 60 /1041-1042-1043 Alanya - Antalya / TURKEY Website: https://www.alanya.edu.tr/ https://uio.alanya.edu.tr/ https://uio.alanya.edu.tr/index-EN
Official language of instruction	Turkish and a growing number of courses in English.

Organization of the Academic Year 2019-2020



Fall Semester	Spring Semester
The Beginning of the Classes: September 2019	The Beginning of the Classes: February 2020
The End of the Classes: December 2019-January 2020	The End of the Classes: May 2020
Final Exams: January 2019	Final Exams: May-June 2020



2019 Public Holidays

Date	Day	Holiday
1 Jan	Tue	New Year's Day
23 Apr	Tue	Children's Day
1.May	Wed	Labour Day
19.May	Sun	Youth and Sports Day
4 Jun to 6 Jun	Tue to Thu	Ramazan Bayramı Holiday
15 Jul	Mon	Democracy and National Solidarity Day
11 Aug to 14 Aug	Sun to Wed	Kurban Bayramı Holiday
30 Aug	Fri	Victory Day
29 Oct	Tue	Republic Day

2020 Public Holidays

Date	Day	Holiday
1 Jan	Wed	New Year's Day
23 Apr	Thu	Children's Day
1.May	Fri	Labour Day
19.May	Tue	Youth and Sports Day
24 May to 26 May	Sun to Tue	Ramazan Bayramı Holiday
15 Jul	Wed	Democracy and National Solidarity Day
31 Jul to 3 Aug	Fri to Mon	Kurban Bayramı Holiday
30 Aug	Sun	Victory Day
29 Oct	Thu	Republic Day

Mevlana Exchange Programme Application Procedure (For students who are accepted for the Programme)



The documents detailed below are available on the ALKU website;
<https://uio.alanya.edu.tr/tr/mevlana-programi/gerekli-belgeler-1>

They should be filled in and sent to your International Relations Office, duly signed:

Before the Exchange

1. Candidate Student Application Form
2. Student Application Form
3. Student Information Form
4. Learning Protocol (3 original copies):
 - ❖ Students who intend to study at Alanya Alaaddin Keykubat University (ALKU) must prepare their Learning Protocol according to the course programmes published by the relevant departments.
 - ❖ The completed Learning Protocols must be confirmed and signed by the student's academic units and University.
 - ❖ The confirmed and signed Learning Protocols must be sent to the ALKU International Relations Office by e-mail. (mevlana@alanya.edu.tr)
 - ❖ The Learning Protocols will be confirmed by the relevant academic unit and the ALKU International Relations Office and sent back to the student's University.

- ❖ Upon their arrival at ALKU, students need to give 3 original copies of their Learning Protocols to the International Relations Office of ALKU.

NOTE: Any exchanges under the terms of the Mevlana Exchange Programme will not be possible if the Learning Protocol has not been confirmed and signed by the Departmental Coordinator of the relevant academic unit, and by the Mevlana Exchange Programme Institutional Coordinator of ALKU, and a signed and stamped copy of the document sent back to the relevant university.

5. **Letter of Acceptance:** This document will be prepared and sent by the ALKU International Relations Office after taking the Learning Agreements.
6. **Educational Visa:** All students need to have an Educational Visa before coming to Turkey. If students do not have their educational visa with them when they arrive in Turkey, it will be impossible for them to apply for a residence permit, and they will not be allowed to remain in the country until they present their educational visa at the relevant office. Students will be able to apply for their residence permit using the Educational Visa document on the website of the Directorate General of Migration Management. (<https://e-ikamet.goc.gov.tr/>)
7. **Health Insurance:** All students must arrange private Health Insurance before coming to Turkey and must bring with them the insurance document with a Turkish translation. Students will be able to apply for their residence permit using the Health Insurance document on the website of the Directorate General of Migration Management. (<https://e-ikamet.goc.gov.tr/>)

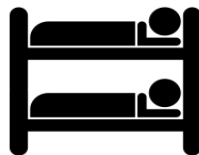
During the Exchange

1. **12 passport photos:** For the residence permit, course, and dormitory registration process.
2. **Student Declaration and Student Scholarship Agreement:** After signing the Mevlana Student Scholarship Agreement, students will receive their signed student declaration document.

3. **Identification Number:** In order to open a Turkish Lira bank account for their scholarship, students need to obtain an identification number from the tax office.
4. **Turkish Lira Account (Halk Bank)**
5. **Residence Permit:** Once we have the students' educational visas, our Office will apply for residence permits for the students, who can collect their permits from the Directorate General of Migration Management. Students will have to pay a one-time fee of about 70.00 TL for their residence permit. (might be more or less)

After the Exchange

1. **Student Certificate of Attendance:** Student can obtain their certificate of attendance document from the ALKU International Relations Office before leaving Turkey.
2. **Student Transcript:** The student must collect this document, signed and stamped, from the Student Affairs Office of the faculty where they are registered.
3. **Student Final Report**



Accommodation

Alanya Alaaddin Keykubat University cannot provide free dormitory accommodation for exchange students. However, there are a variety of apart hotels and private dormitories around the campus. It is also possible for students to rent flats with some flat mates but it could be difficult to find a flat in Summer time as Alanya is a touristic place that's why there is a relatively cheap dormitory that we can recommend, for more details please contact us via mevlana@alanya.edu.tr



Scholarships

Incoming Mevlana Exchange Programme Student Scholarship: **1200 TL** (monthly)

80% of the scholarship is paid monthly (4 months) to the student, with the remaining amount being paid according to the duration of the mobility indicated in the Certificate of Attendance, and the success of the Student.

When payment of the student's remaining scholarship is being made, it will be calculated by taking into account the ratio between the total number of credits of the courses completed, the number of courses that the student is obliged to take, and the total number of credits of all obligatory courses.

When determining the duration indicated on the Certificate of Attendance, the starting and ending dates of the exchange is taken into account.

For any days of attendance which are not part of a whole month, a daily scholarship rate will be paid. The daily rate is one thirtieth of the monthly rate of payment.



Health Insurance

As the Mevlana Exchange Programme does not cover health insurance for students, students must arrange private health insurance before coming to Turkey, and to bring with them their insurance document with a Turkish translation.