



ERASMUS+
INTERNSHIP

**CAREER DEVELOPMENT & INTERNSHIP
OFFICE - 2021**

01 What is Erasmus+ Internship?

General Information

02 Application Process & Steps

Application System, Rules, Selection Process, Grants, Erasmus+ Score, Grant, Payment and Next Steps

03 How to Find an Internship?

Portals, Platforms, Websites, Direct Applications etc.

04 Application Documents

Cover Letter, CV etc.

05 Questions & Answers

FAQ

WHY JOIN THE ERASMUS + INTERNSHIP PROGRAM?

- This program enables university students to receive **professional training and/or gain work experience for minimum 60 days in a company or organization abroad***.
- Students may be placed in the following institutions:
 - Companies
 - Training Centers
 - Research Centers
 - Other Institutions (Universities etc.)



**European Union Institutions, EU Agencies, institutions that implement EU programs and receive grants for this purpose, and diplomatic missions of the student's country in the host country are not eligible for Erasmus internships.*

***There are some other institutions that are not eligible for the internships: Please check the following slides!*



HOW TO APPLY?

ONLINE APPLICATION SYSTEM (NEW!)

- Online Application
- Online Application Form
- Transcript (bannerweb is acceptable)

Summer Term Internship: November 15th – December 31st, 2021

****Deadline to bring your Acceptance Letter: February 28th, 2022 (minimum 60 days!)**

Winter Term Internship Deadline: November 15th – December 12th, 2021

**** Acceptance Letter must be submitted before application deadline**

SELECTION PROCESS

✓ Min. GPA of 2.20 (for B.A. BSc.) and 2.50 (for MSc. MA. PhD.)

→ **For undergraduate students:** SPS 101, SPS 102, and AL 102 grades are used to determine the English proficiency score. First, all the grades are converted to 100-scale according to the table below and the average of the highest two scores are calculated to reach at EPC. **A student must have a passing grade from SPS 101 to be eligible to apply. Students who do not have SPS 102 and/or AL 102 score(s) at the time of the application, will be assessed as if they attained grade “C” from these courses. [This is a clause that was there before for those students who apply for exchanges in as early as in their second semester].**

- The following numerical values are found as $(0.4 * \text{SPS Score} + 0.6 * \text{AL 102 Score})$ from the previous table and rounded to the nearest integer. The purpose was to minimize the transition effect.
- If a student does not have a letter grade **but has “Satisfactory” grade** for one or more courses, the GPA based score at the time of the application will be used in lieu of the missing course(s) score(s). **“Unsatisfactory” scores will be regarded as “F”**

→ **For postgraduate students:** Your submitted ELAE / TOEFL / YDS score will be considered as your English language score.

✓ FINAL SCORE FOR RANKING AND PLACEMENT = EPC (50%) + GPA based score (50%) + **Special Condition Points if any (+/-)**

✓ GPA based score is equal to $25 * (\text{Cumulative GPA at the time of the application})$

**In addition to academic achievement and language score, if the applicant has benefited from another Erasmus+ mobility scheme while pursuing the same level of academic degree, 10 points will be subtracted for each and every activity utilized (regardless of whether internship or education) when calculating academic achievement and language score averages.*

ERASMUS+ SCORE

Situation	Points
Cumulative GPA	50%
English Language	50%
Children of Martry & Veteran	+15 points
Students with disabilities	+10 points
Previous Erasmus experience (w – w/o Grant)	-10 points
Country of Origin	-10 points
2828 Sayılı Sosyal Hizmetler Kanunu Kapsamında haklarında korunma, bakım veya barınma kararı alınmış öğrencilere / Students that are under the protection of the law article 2828 Social Services	+10 points
Hareketliliğe seçilen öğrenciler için: Yükseköğretim kurumu tarafından hareketlilikle ilgili olarak düzenlenen toplantılara/eğitime mazeretsiz katılmama (öğrencinin Erasmus'a tekrar başvurması halinde uygulanır) / For students that have been placed for the internship the information sessions are mandatory. If the students do not attend to these info meetings they will lose some points. (In case of another application term)	-5 points

GRANT

Country Groups	Countries	Monthly Grant (Euros)
Group 1	Austria, Belgium, Cyprus (Southern), Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Lichtenstein, Luxembourg, Malta, Norway, Portugal, Spain, Sweden, The Netherlands, United Kingdom	600
Group 2	Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Turkey	400

*Students are granted for only 2 months of period

***In Switzerland, Erasmus+ supports incoming student and staff mobility from Erasmus+ programme countries except for traineeships after graduation. Furthermore, traineeships have to be administered by a Swiss Higher Education Institution in order to be eligible, usually a partner institution of the student's home institution.*

PAYMENT INFO

- **80% of the grant is paid before** departure, and the remaining **20% is paid after** the student submits all required documents.
- Payments are due to Grant Agreement (in 30 days), and After Mobility Documents.

Different Consortia, Different Bank Account:

- I. European Internship Consortia (YapıKredi Euro Account)
- II. Bridge+ Internship Consortia (Halkbank Euro Account)
- III. Erasmustern Consortia (Vakıfbank Euro Account)
- IV. Sabancı University Consortia (Akbank Euro Account)

ABOUT THE INTERNSHIP

- Internship Subject has to be related with your area
- You are responsible for your applications /deadlines
- Internship must be outside of the **ALL** Academic Calendar
- During this term, there will be other application calls (Summer Term/Winter Term and 2nd Call)
- DO NOT mix the two application dates and deadlines, read the announcements carefully
- You can benefit from Erasmus+ funds up until 12 months at most
- We recommend you to apply early and start contacting companies/institutions!

A LITTLE SUM UP





**HOW TO FIND & APPLY FOR
THE INTERNSHIP?**

HOW CAN I FIND AN INTERNSHIP?

PROJ 302? PROJ303? PROJ300?

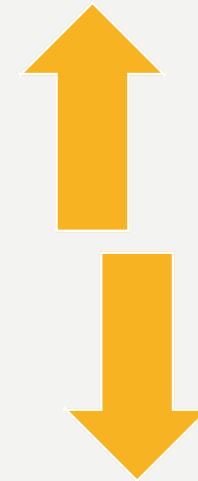
What is best for me?

Which one to choose?

Why would they accept me?

Will it be really helpful for my career?

I don't receive answers, what should I do?



University?

Company?

OUR STUDENTS HAVE BEEN TO...



OUR STUDENTS HAVE BEEN TO...

<u>Austria</u>	<p><u>Fronius International GmbH</u> <u>Johannes Kepler University</u> <u>Linzer Institute</u> The University of Vienna The Vienna University of Technology <u>UNIsporter GmbH, Vienna</u></p>		
<u>Belgium</u>	<p><u>Catholic University of Leuven</u> <u>DHL</u></p>		
<u>Finland</u>	<p><u>Aalto University</u> <u>University of Helsinki</u></p>		
<u>France</u>	<p><u>Telecom Paris Tech Universite</u> <u>Plastic Omnium Auto Exterieur Sigmatech</u> CERN-European Organisation for Nuclear Research <u>Inria - Sophia Antipolis</u> <u>INSERM-Paris</u></p>		
		Germany	<p><u>Bundesagentur Für Arbeit</u> Central Research of Robert Bosch <u>CeramTech</u> <u>DAI-Labor</u> <u>Darmstadt University</u> <u>DECKEL MAHO Seebach GmbH</u> <u>Delta Energy Systems</u> <u>DHL Express</u> <u>Duravit</u> <u>EagleBurgmann</u> <u>EPFL Microelectronic Systems</u> <u>Laboratory LSM</u> <u>ESN Köln e.V.</u> <u>Fraunhofer Institute</u> German Aerospace Center (DLR) <u>Georg-August Universität</u> IHP Microelectronics <u>Locomotec GmbH</u></p> <p><u>Mann Hummel</u> <u>Max Planck Institut for Intellegence</u> Mercedes Benz <u>Neff GmbH</u> <u>Ricoh International B.V</u> <u>Robert Bosch GmbH</u> <u>Siemens</u> Siemens AG – Germany <u>Somfy GmbH</u> <u>Technische Universität München</u> <u>Technische Universität Berlin</u> <u>TÜVSÜD Auto Service GmbH</u> <u>UMG</u> <u>Universitat Leipzig</u> University of Karlsruhe <u>Yelp GmbH</u> <u>Enercon / WRD</u> <u>Energy Access and Development Program</u></p>

OUR STUDENTS HAVE BEEN TO...

<u>Netherlands</u>	<p>Delft University of Technology Eindhoven University of Technology Lightweight Structures BV MESA+ Institute for Nanotechnology Netherlands Institute of International Relations <u>Clingendael</u> University of Groningen University of Technology Eindhoven University of Twente University of Leiden Wageningen University University of Amsterdam</p>
<u>Hungary</u>	The Cold War History Research Center
<u>Ireland</u>	Mediation Northern
<u>Italy</u>	<p>Bologna University <u>Legambiente</u> Material <u>ConneXion Italia Srl</u> Politecnico di Milano Sapienza – <u>Università di Roma</u> Scuola Leonardo da Vinci The Italian National Research Council (CNR)</p>
<u>Portugal</u>	<p><u>Ingeniarius, Lda</u> <u>Champalimaud Foundation</u> <u>Mercentro</u> Ana Ribeiro NEUROSCIEN Faculty of Arts and Humanities of University of Porto</p>

<u>Spain</u>	<p>Toyota Espana Barcelona Supercomputing Center <u>Galeria Joan Prats</u> Universitat Autònoma De Barcelona Universidad Carlos III de Madrid (UC3M) Universidad <u>Politécnica de Madrid</u> IMDEA <u>Energry Institute Madrid</u></p>
<u>Sweden</u>	<p>Uppsala University <u>Universum</u> <u>Karolinska Institutet</u> KTH Royal Institute of Technology Lulea University of Technology <u>Mälardalen University</u> Universidad <u>Politecnica de Madrid</u></p>
<u>UK</u>	<p><u>Cranfield University</u> Imperial College University of Bath University of Cambridge University of Edinburgh University of Sheffield, Boeing with AMRC <u>Durham University</u> Queen Mary University of London</p>

*Make sure that you investigate your internship place very well
 **Colanguage and Dpoint is also not eligible*

****Dpointgroup (Spain), UIZ Umwelt Und Informationstechnologie (Germany) and BerlinTürk (Germany) are the firms not eligible for the Erasmus+ Internship.*

<http://career.sabanciuniv.edu/en>

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Our Services

Career Counseling

Career Events >

Job And Internship Posts

Internship >

International Internship

Useful Resources



Erasmus Internship

Erasmus Internship Consortium

Aiesec

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Türkçe

Online Booking

Announcements

- UCLA Summer Sessions Seminar
- Job Opportunity / British American Tobacco HR Global Graduate
- Job Opportunity/QNB Finansbank HO

Achievem Career & Office

Have an unforgett
Student Opin

News

<http://en/internship/erasmus>

Türkçe

Erasmus+ Internship Mobility Program

Click [here](#) to view the Erasmus + Internship presentation.

This program enables registered university students to receive professional training and/or gain work experience in a company or organization abroad. Internship is the acquisition of applied work experience by the student in the field they are studying. Term of internship is 2 months for undergraduate and graduate students.

1. What status should the host organization have?

Students may be placed in the following institutions:

Internship

PROJ 300 Undergraduate Summer Internship Class

PROJ 302 Undergraduate Summer Internship Class

PROJ 303 Undergraduate Summer Internship

USEFUL LINKS

- **MYSU** and **CAREERLINK**
- erasmusintern.org
- <https://leonet.joeplus.org/>
- <http://www.iagora.com/work/en/internships>
- <http://www.globalplacement.com/>
- <http://www.praxisnetwork.eu/>
- <https://graduateland.com/>
- <https://www.worldinternships.org/>
- <http://euconnect.org/>
- <http://nacelinknetwork.jobs/jobs/?q=internship>



Useful Resources

Exploring Career and Occupational Interests

- *Ne okusam ne olsam*
- *O*NET - The Occupational Information Network*

Sector and Industry Search

- *İstanbul Sanayi Odası Türkiye'nin 500 Büyük Sanayi Kuruluşu (2016)*

International Job and Internship Search

- **NACE Link Network**
- **Trovit**
- **Erasmus Intern**
- **World Internships**
- **Leonet**
- **iAgora**
- **Global Placement**
- **Praxis Network**
- **Inspiring Interns**
- **Placement UK**
- **Student Employment Services**

- LinkedIn
- Career Link
- MySU
- Email Announcements
- Highschool Network
- Previous Internships
- Your Network
- Professors



MOTIVATION LETTER

WRITE A MOTIVATION LETTER

Here are some tips to start applying for places:

1. Write a motivation letter!

- Mention your personal information & what you are studying, which year etc.
- Do not forget to mention **WHY** you want to do your internship in that specific Company/University/Research Centre etc.
- Do acknowledge what is your expectations from them & how can you use your skills and hobbies to work there as an Intern
- Make sure that they understand you are applying for the Erasmus+ Grant and will or will not be asking for financial aid
- If possible, attach one or two reference letters from your professors or people you have worked with in the past
- Last but not least, let them know kindly that you are expecting their response and do not forget to thank them for their time

2. Share your motivation letter with the contact person at the institution through email

3. Get your CV & Cover Letter Checked! (Book an appointment from Academic Communication & Career Office)

4. Seek for a follow-up, do not let the email linger for a long time, being agile is important!

5. Once you get the Acceptance Letter from your Internship place bring it to the Career Development & Internship Office. (Use the Sample Form)

COMMON MISTAKES & MISUNDERSTANDINGS

- Follow your application very closely, watch out for deadlines (especially graduating students)
- New system, no notifications
- You find your internship, not the office
- Do not give up quickly, a few applications are never enough
- You are the bridge between the office and the receiving organization
- Visa questions → Visa centers, Consulate
- Always let us know about the changes, any doubts, questions



FAQ & PROCESS

FAQ



- Can I change my internship place?
- What should I do for PROJ?
- I am a double-major student, how does it work for me?
- What if I can't get an acceptance letter by the deadline?
- How long can I go for an internship?
- What happens if I return early from my internship?
- Is it possible to do Erasmus+ Internship after graduation?
- What are the next steps?

NEXT STEPS



APPLY

- December 1st – December 31st
- Register the Online Application System
- Bring Your Documents to Office
- Start Looking for Internships



FIND INTERNSHIP

- Prepare Application Documents
- Get Help
- Focus & Apply
- Find the Best Internship



ACCEPTANCE SUBMISSION

- Decide on the Dates
- Decide on Job Position
- Double Check the Internship Place
- Submit Your Acceptance Letter, 28th of February



SECOND INFO SESSION

- Attend the Session
- Prepare All Necessary Documents
- Upload Documents to System
- 80% Payment



ORIENTATION & INTERNSHIP

- Attend the Orientation
- Check All Pre Mobility Docs
- Complete Internship
- After Mobility Documents



Q & A



BE PART OF THIS UNIQUE INTERNATIONAL EXPERIENCE!



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Tel: +90 0216 483 99 21



FMAN G026/27
(please book an
appointment before)
www.career.sabanciuniv.edu

adventure is out there

