

start
your
journey
here!

ERASMUS +
INCOMING STUDENT GUIDE
2022/23



FEYZIYE SCHOOLS FOUNDATION

İŞIK UNIVERSITY



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*The content of this Fact Sheet is provisional and subject to changes due to the current situation with COVID19.

Erasmus + & Global Exchange

WELCOME TO IŞIK UNIVERSITY, ISTANBUL

A TRADITION SINCE 1885

Işık University was established in 1996 by one of the oldest education institution in Türkiye, Fezziye Schools Foundation, which was initially named as Feyz-i Sıbyan School in 1885 later adopted the name of Işık with the approval of Mustafa Kemal Atatürk.

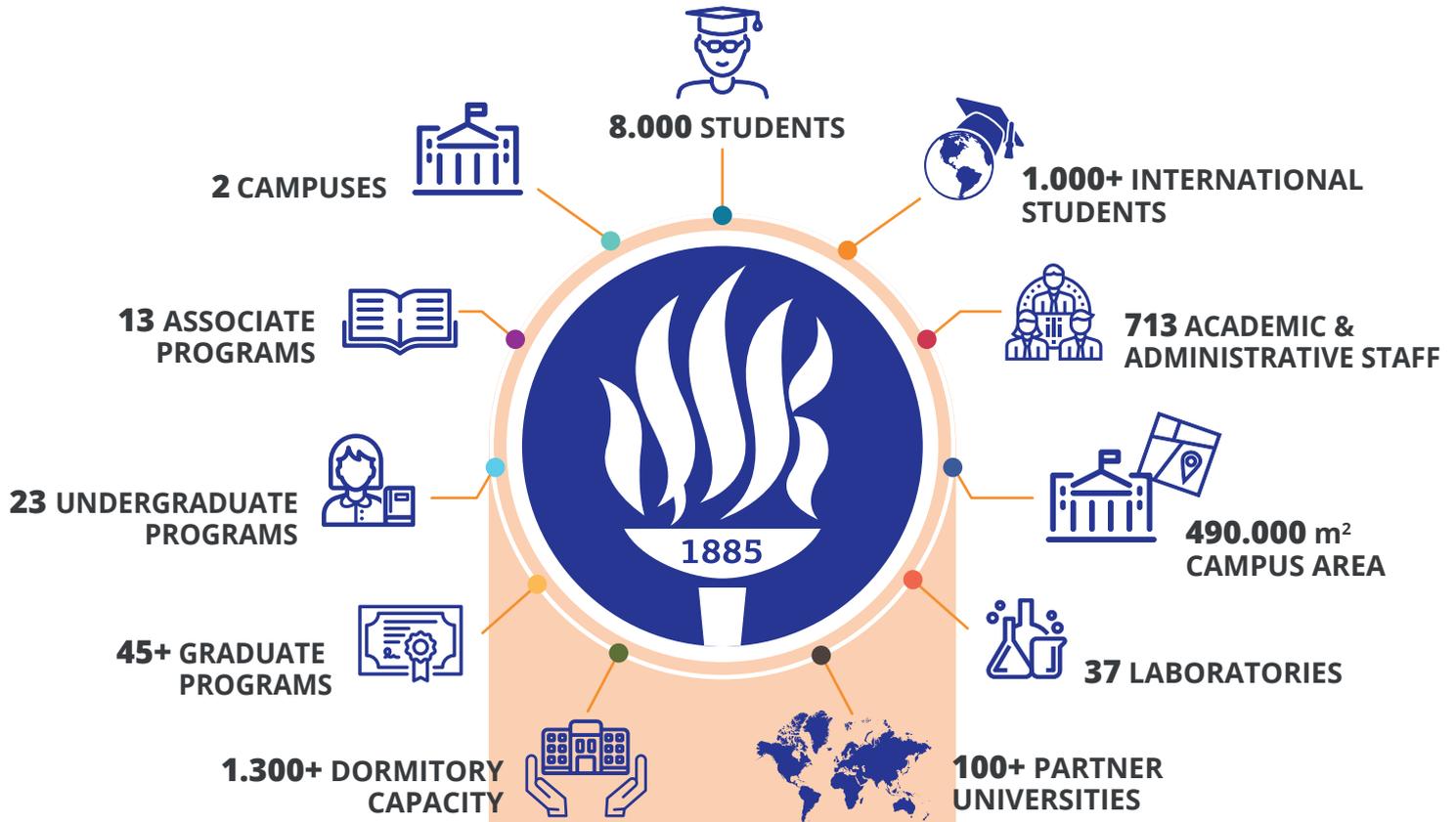
As one of the well-established foundation universities of Türkiye, Işık University today offers high-quality education through 3 faculties with 23 undergraduate programs, 1 vocational school with 13 associate degree programs, and 1 graduate school with more than 45 programs. The University has approximately 8,000 students and 1,000+ of them are international students coming from 60 different countries.

Işık University has two campuses in both European and Asian sides of Istanbul. Maslak campus is located in the heart of the business district of Istanbul, the European side. Şile campus is located on the Black Sea Coast, in the famous resort town of Istanbul. The University welcomes its students, staff, and guests in its highly equipped campuses with a wide range of facilities.

Today, Işık University is making steady progress as a global university, taking on worldwide challenges and expanding its global educational network by international exchange cooperation with various universities around the world. The University currently has 100+ global partners and runs Erasmus+ Mobility Programs as well as other study abroad opportunities.

Işık University provides an excellent academic environment for its students and staff where they can gain key competencies such as entrepreneurship and leadership, facilitate scientific researches and technological developments, share knowledge nationwide and globally, and contribute to global values. The University aims to educate individuals who are socially responsible and academically strong.

Facts & Figures



Erasmus + & Global Exchange



22
countries



100+
universities

ERASMUS+ AT IŞIK UNIVERSITY

Işık University provide its students a variety of opportunities to study in Europe in order to broaden their educational and cultural horizons under the framework of the Erasmus+ Program, through more than 100 agreements with partner universities in 22 different countries in Europe.

Students who participate in the Erasmus+

Program may spend one semester or a full academic year abroad at partner universities of Işık University. Erasmus students may benefit from EU mobility grants. Apart from the Erasmus+ program, Işık University also offers its students the study abroad experience in USA, Mexico and South Korea.



Your Arrival Checklist

When You Arrive

- Tell your family you have arrived.
- Find accommodation
- Get your Işık Student ID Card
- Apply for residence permit
- Attend orientation events
- Course registration
- Get your timetable
- IstanbulKart (Public Transportation Card)
- Open your bank account
- Register your mobile phone
- Download Işık Mobile App.

Need Help?

If you are uncertain about what to do, have any worries in the first few weeks of term or if you want advice before you come to Istanbul, we will be very happy to help you.

Erasmus+ and Global Exchange Programs



international@isikun.edu.tr



www.isikun.edu.tr/international/erasmus-and-exchange



How to Apply? Documents & Deadlines

STEP 1:

Get information on available courses at Işık University for Erasmus+ Incoming students

Have a look at our courses and choose the suitable program for you, in English or Turkish via our ECTS package:

<https://www.isikun.edu.tr/international/ects-catalogue>

Once you have found the right courses for you, contact your Erasmus+ Coordinator at your University and find out the nomination/application procedure and the required documents for your future mobility at Işık University.

STEP 2:

Nomination

To apply to Işık University for Erasmus+ Student Mobility Program, your university needs to have a current Institutional Agreement with Işık University and you need to be nominated to study in Işık University.

If you cannot find your university in our partner list you can contact to Işık University Erasmus+ Coordinator and suggest the implementation of an agreement.

Işık University receives incoming student nominations through international@isikun.edu.tr e-mail address.



Nomination and Term Dates

MAY 30

**Nomination
Deadline for Fall
Semester**

JUNE 30

**Student
Application
Deadline**

OCTOBER 30

**Nomination
Deadline for
Spring
Semester**

NOVEMBER 30

**Student
Application
Deadline**

How to Apply? Documents & Deadlines

STEP 3:

Pre-Application (Required Documents to Upload)

- Copy of your passport
- English language certificate (min. B2 level)
- An up to date copy of transcript of records
- Passport size photo
- Copy of health insurance valid in Türkiye

Online App. System

<https://mobility.isikun.edu.tr>



Once the pre-application is approved, students are asked to complete the application by uploading their Learning Agreement. Admission results are announced within 4 weeks upon the applications.

STEP 4:

Visa

Each country has different visa application procedures and require different documents that is why, please ask for information on visa regimes and application documents for Erasmus+ incoming students at the nearest Turkish Embassy/Consulate in your home country. For detailed information on visa requirements please visit:

www.mfa.gov.tr



How to Apply? Documents & Deadlines

STEP 5:

Health Insurance

Insurance period must cover the desired residence permit duration. Students from countries with bilateral social security agreement with Türkiye do not need insurance. Check the link for the list of countries with agreements:

Or you can get a Health Insurance Policy with minimum policy content from a private insurance company in Türkiye which is most common way chosen by Erasmus students.

www.sgk.gov.tr



STEP 6:

Residence Permit Application

In order to stay in Türkiye more than 90 days, you need to apply for the Residence Permit after your arrival in Türkiye. International Office will assist for the residence permit procedure within the first month of arrival.

Required Documents for the Student Residence Permit Application

- The printout of the residence application form. Do not forget to sign the signature section on the application document.
- The Receipt of the residence permit card's Tax Payment (160 TL).
- The printout of your Passport ID page.
- The printout of your Passport Last Entry Stamp Page of Türkiye. If exists, Visa Page or e-Visa copy
- 4 Biometric photos: Full face, front view with a plain white background, taken within 6 months.
- Student Certificate. (Obtain this from the e-campus)
- Original One-Year (at least) valid Health insurance policy.

For detailed information about residence permit applications, please visit:

e-ikamet.goc.gov.tr



Orientation Day

At the beginning of each term, we organize Orientation Day in order to provide relevant and useful information for new exchange students.

By participating in Erasmus+ Student Orientation Day, you will receive information about:

- Life in Istanbul,
- Residence permit application rules,
- Health insurance,
- Course registration,
- Academic life at Işık University,
- Administrative units,
- Işık ESN (Erasmus Student Network)



Campus Life

Işık University provides its student with a safe, green and accessible campus. Şile Campus dormitories accommodates 1300+ students with 24/7 security, medical center and technical/cleaning services. Students are welcome to study at the 24/7 open library.

Campus offers variety of dining halls, sports and recreation facilities and a calming atmosphere with a sea view surrounded by Şile forests.

Daily shuttles are operated between Şile and Maslak campuses and the city center.



Course Registration (E-Campus System)

e-Campus is an online student information system which you can have access to;

- Registration for Courses
- Course Schedules
- Assigned Curriculum
- Academic Calendar
- Transcript
- Document Request (Student Letter)
- Quick Access to different Services

e-campus.isikun.edu.tr/Login

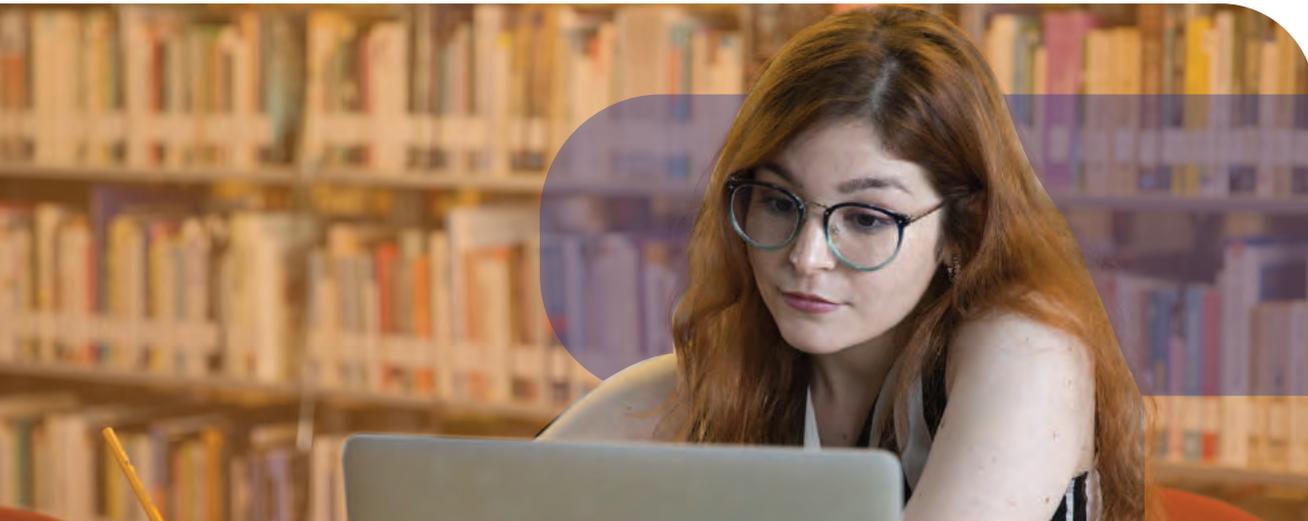


Your username and password will be provided on the Orientation Day.

Learning Agreement

Only Academic coordinators at Işık University will be able to sign Learning Agreements. Please, find here the details of academic coordinators and course contents of at Işık University:

<https://www.isikun.edu.tr/international/erasmus-departmental-coordinators>



Blackboard

Blackboard is a virtual learning system that allows students and their faculty to participate in virtual classes or use online materials and activities to complement face to face teaching.

- Virtual Classes
- Virtual Exams
- Homework and Assignment Submission
- Tracking Courses
- Contacting the lecturers
- Tracking Grades

<https://isikuniversity.mrooms.net/>



Webmail

Webmail is the main communication platform between the academic/administrative departments and the students. After registration every student gets an ISIK email address and password.

- Track down important announcements
- Communication
- International Office Announcements
- Updates about campus news and social activities

webmail.isik.edu.tr



Academic Calendar

FALL SEMESTER

Orientation Days for Incoming Students

03/10/2022 - 07/10/2022

Course Registration

27/09/2022 - 30/09/2022

Fall Semester Classes Begin

03/10/2022

Final Exams

16/01/2023 - 29/01/2023

Deadline for application to Make-up Exam

30/01/2023

Make-up Exam

06/02/2023 - 07/02/2023

SPRING SEMESTER

Orientation Days for Incoming Students

20/02/2023 - 24/02/2023

Course Registration

14/02/2023 - 17/02/2023

Spring Semester Classes Begin

20/02/2023

Final Exams

05/06/2023 - 18/06/2023

Deadline for application to Make-up Exam

19/06/2023

Make-up Exam

03/07/2023 - 04/07/2023

Appointment

to do...

Su Mo Tu We Th Fr Sa

1 2 3 4 5 6 7

8 9 10 11 12 13 14

15 16 17 18 19 20 21

22 23 24 25 26 27 28

How to Extend Your Erasmus+ Programme at Işık University?



If you would like to extend your ERASMUS+ programme at Işık University you must apply for the extension of your ERASMUS+ Mobility to Işık University Erasmus+ and Global Exchange Office and to your home university's ERASMUS+ Office.

Please contact Erasmus+ office if you need further information;

international@isikun.edu.tr



If your extension request will be granted your home university will be contacted to you via e-mail to inform you regarding steps to follow.

At the same time you will need to complete a second Learning Agreement and get approval from your home university and Işık University Erasmus+ representatives.

ERASMUS+ and Global Exchange office of Işık University will assist you with the extension of your residence permit application and health insurance.

Accommodation

We offer on-campus housing for all international students in Sile Campus. The dormitories of Işık University have both sea-view and forest-view blocks with single and triple En Suite room alternatives at varying rates. International students have the priority for dorm placement.



- Fees are between \$750 - \$2.250 (per year)
- Fees can be paid upon your arrival in cash or by credit card (up to 9/12 months installments).

For detailed information:

international@isikun.edu.tr



Check the useful links below for private dormitory, rental flats and flat requests:

www.erasmushouses.com

www.sahibinden.com

www.howtoistanbul.com

www.flatsinistanbul.net (Turkish)



Practical Information

IstanbulKart (Public Transportation Card)

You can purchase the İstanbulkart from the yellow vending machines located in every station of the subway, trams, metrobus, funiculars and some kiosks located near most stops of the public buses.

Application for İstanbulKart can be made in person or online. For further information please check the following link:

www.istanbulkart.istanbul



Required documents for discounted transportation card:

- Student Certificate (From E-Campus System)
- Original passport
- One photograph
- Card Fee (35 Turkish Lira)

Erasmus+ Office will assist you during the Orientation Programme in terms of applying for your İstanbulKart and will assign mentor students to help you out and obtain your discounted student card.

Shuttle Buses

Daily shuttles are operated between Şile and Maslak campuses and the city center. For detailed information please check the following link:

www.isikun.edu.tr/shuttle



Istanbul Transportation Map

İstanbul Raylı Sistemler Ağ Haritası / Istanbul Railway Network Map



Ağ Haritası QR Kod ile cebinizde!
Network Map in your pocket with QR code!
Kıyı Haritası Göstermek İçin QR Kodunuza
The City Diagram Network Map from the Station Desk



Mevcut Hatlar / Lines in Operation

- | | | | |
|-----|--|----|--|
| 114 | Yenişehir-Ataürk Havalimanı Metro Hattı
Metro Line | 11 | Kabataş-Bağcılar Tramvay Hattı
Tramway Line |
| 116 | Yenişehir-Kirazlı Metro Hattı
Metro Line | 12 | Taksim Tünel Havalimanı Tramvay (ETT)
Tramway Line |
| 117 | Yenişehir-Seyrantepe Hacıosman Metro Hattı
Metro Line | 13 | Kabataş-Media Tramvay Hattı
Tramway Line |
| 118 | Kızıllı-Büyükdere/Meşelik Metro Hattı
Metro Line | 14 | Yenişehir-Mercis-i Selam Tramvay Hattı
Tramway Line |
| 119 | Kızıllı-Sarıyer Metro Hattı
Metro Line | 15 | Taksim-Kabataş Çarpışan Tramvay Hattı
Tramway Line |
| 120 | Büyükdere-Cekirgeci Metro Hattı
Metro Line | 16 | Çekirgeci-Büyükdere Çarpışan Tramvay Hattı
Tramway Line |
| 121 | Yenişehir-Büyükdere Ümraniye Metro Hattı
Metro Line | 17 | Taksim-Kabataş Farklı Hattı
Tramway Line |
| 122 | Yenişehir-Marmaraya Metro Hattı
Metro Line | 18 | Karaköy-Büyükdere Tünel (ETT)
Tunnel Storage Tramway |
| 123 | Bağcılar-Orhanlı Metro Hattı
Metro Line | 19 | Sarıyer-Beşiktaş Havalimanı Hattı
Tramway Line |
| 124 | Marmaraya-Marmaraya Metro Hattı
Metro Line | 20 | Marmaraya-Göztepe FETD
Tramway Line |
| 125 | Bağcılar-Orhanlı Metro Hattı
Metro Line | 21 | Marmaraya Hattı (ETT)
Metro Line |
| 126 | Marmaraya-Tuzla Hattı
Metro Line | 22 | Etiler-Çekirgeci Hattı (ETT)
Metro Line |
| 127 | Bağcılar-Orhanlı Metro Hattı
Metro Line | | |
| 128 | Yenişehir-Üsküdar Metro Hattı
Metro Line | | |

Geçici Süre ile Kapalı İstasyon / Temporarily Closed Station

M1 İstifi kapasite artırım çalışması ve M1A Yenişehir-Ataürk Havalimanı ile M9 Beşiktaş-İstiklal metro hatları entegrasyonu çalışması nedeniyle M1A Yenibosna İstasyonu geçici bir süre için kapatılmaya başlanmıştır.
Bu süre içerisinde transfer için Yenibosna İstasyonuna geçiş yapın. DTM İstanbul Fuar Merkezi ve Ataürk Havalimanı yönünde yolculuk olmanız mümkün değildir.

M1A Yenibosna Station is temporarily out of service due to the capacity increase works of M1 Line. Integration works of M1A Beşiktaş-İstiklal Airport and M9 Beşiktaş-İstiklal Metro Lines. During this period, our users will not stop at Yenibosna Station and continue in the direction of Yenibosna Station. Continue only to M1A Airport.

Yapımı Devam Eden Hatlar / Lines Under Construction

- | | | | | | |
|-----|--|-----|---|-----|--|
| 110 | Oranli Bağcılar-Korkali Uzatılması
Metro Line Extension | 115 | Beşiktaş-Ataürk Havalimanı Uzatılması
Metro Line Extension | 120 | Altınşehir-Kazım Karabekir Metro Hattı
Metro Line |
| 111 | Bakırköy İDO ve Kayışbaşı Uzatılması
Metro Line Extension | 116 | Behiye-Ataürk Havalimanı Uzatılması
Metro Line Extension | 121 | Hisarlıca-Ağaç Filtirleri Hattı
Tramway Line |
| 112 | Sarıyer-Şişli ve İçmeler Uzatılması
Metro Line Extension | 117 | Paralel-Merkez-Şişli Metro Hattı
Metro Line | 122 | Cibali-Emniyet Uzatılması
Tramway Line |
| 113 | Cekirgeci-Sarıyerli Uzatılması
Metro Line Extension | 118 | Gayretiye-İstiklal İki-Halkalı Metro Hattı
Metro Line | 123 | Sikloz-Kağıthane Tramvay Hattı
Tramway Line |
| 114 | İsveçyol Maçlağı ve Kabataş Uzatılması
Metro Line Extension | 119 | Göztepe-Ünvanlı-Kazım Karabekir Metro Hattı
Metro Line | | |

İşaretler / Signs

- İstasyon-Durak / Station/Stop
- Hat Başı-Sonu / Terminus
- Aktarma İşareti / Transfer Signs
- Boğaz Köprüleri / Bosphorus Bridges
- Havalimanı / Airport
- Diğer / Coach Station
- YHT-Hızlı Tren Garı / High Speed Rail Transfer Station
- Boğaz Su Altı Geçiş / Undersea Tunnel

Bilgilendirme / Information

İstasyon saatleri ve yolculuk saatleri hakkında Metro İstanbul cep telefonlarından, web sitelerinden istasyonlarda yer alan bilgilendirme panolarından ve web sitelerimizden öğrenebilirsiniz.
You can find about the operating hour and rush hour hours from Metro İstanbul mobile apps and first page information about timetables from our website and information boards at the stations.

12. Taksim-Tünel ve 13. Karaköy-Media tramvay hatları ile 14. İzmiray hattı Cumhuriyet Mahallesi İstasyonu katındaki tüm raylı sistem istasyonları 400kg ağırlığındaki bagajlar için uygundur.
All rail lines except for 12 Taksim-Tünel and 13 Karaköy-Media line and all stations except for Cumhuriyet Mahallesi station at 14 İzmiray Metro-i Selam tramway line are accessible for disabled passengers.

İletişim / Contact

- metroistanbul 0552 153 00 34
- metroistanbul_ metroistanbul
- metroistanbul metroistanbul
- metroistanbul metroistanbul
- metroistanbul metroistanbul
- ALO 153

For PDF version of Istanbul Railway Map



Practical Information

Turkish Language course

If you are interested in learning Turkish you have the possibility to enroll free Turkish course in elementary level on Şile Campus.

E-Devlet Account

e-Devlet is a digital platform that provides access to governmental services. In order to open an e-Devlet account you have to complete the following steps:

- Obtain Residence Permit
- Acquire your assigned password from PTT
- Open the below link and register using the password

www.turkiye.gov.tr



Phone Registration

All students must register their phones up to 4 months of their arrival to Türkiye. Otherwise, their phones will get locked. You can complete the phone registration from your e-devlet account or at any tax office. In order to complete the phone registration you will need to pay a certain tax cost.

How to obtain HES (HAYAT EVE SİĞAR) Code

The HES code is a mandatory application by the Ministry of Health under coronavirus measures for you to travel safely domestically. Even if you travel by train, bus, plane or private vehicle, you need to get a HES code.

You can obtain a HES code by sending your passport details by SMS to 2023 in the following format: HES [space] Nationality (GBR) [space] passport number [space] year of birth [space] surname.

Practical Information

Opening A Bank Account

You can open a bank account after you receive your residence permit card. All banks, except Ziraat Bank, require residence permit (Foreigner's ID card). Your tax number would be sufficient for Ziraat Bank.

Required documents for opening a bank account:

- Valid Passport
- Valid residence permit
- Tax number
- Proof of address, a recent utility bill, or rental contract

Useful Information

TIME ZONE : UTC/GMT + 2 hours

CURRENCY : The country's official currency is the Turkish Lira. (₺)

Türkiye's code : +90

Area codes are : 0212 for the European side, 0216 for the Asian side

Emergency Numbers

Emergency : 112

Police : 155

Fire : 110

Migration Management : 157



Contact

Institution DETAILS

International Office DETAILS

Selin Demir
Erasmus+ & Global Exchange
Institutional Coordinator

İlknur Elbeye
Erasmus+ & Global Exchange Programs
Specialist

Betül Sözsav Er
Erasmus+ & Global Exchange Programs
Specialist

NAME OF THE INSTITUTION
Işık University

ERASMUS CODE
TR ISTANBU14

WEB
www.isikun.edu.tr/international

NAME OF THE INTERNATIONAL OFFICE
**International Relations Directorate
Erasmus+&Global Exchange Programs**

ADDRESS
**Şile Campus: Meşrutiyet, Işık Üniv.,
34980 Şile/İstanbul**
**Maslak Campus: Levent, Pınar Maslak,
Büyükdere Cd. No: 106, 34398 Sarıyer/İstanbul**

OFFICE HOURS
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TELEPHONE
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WEB: www.isikun.edu.tr/international/erasmus-and-exchange





FEYZİYE SCHOOLS FOUNDATION

IŞIK UNIVERSITY

Şile Campus Erasmus Office

Meşrutiyet, Işık Ün., 34980 Şile/İstanbul