MIDDLE EAST TECHNICAL UNIVERSITY (METU)

OVERSEAS EXCHANGE PROGRAM

Incoming Student Nomination and Application Procedures for 2019-2020 Spring Semester

Dear Colleagues,

Warm regards from Middle East Technical University!

We are happy to announce that our online nomination tool for your nominees will be activated soon. By using this chance, we would like to provide information about METU's nomination and application procedures for incoming exchange students.

1) NOMINATION & APPLICATION PERIODS:

Nomination and application period: 1 October-15 November, 2019

2) NOMINATION PROCESS FOR PARTNER INSTITUTIONS

We kindly ask our partners to submit their nominations by using the link below:

oibs2.metu.edu.tr/Incoming_Exchange_Student_Nomination/

The online nomination tool will be active on **1 October Tuesday.**

Please log in the system by getting a new password. While getting the password, please use the e-mail address that your home university officially informed METU International Cooperations (ICO) Office in regular correspondence. If you cannot log into the system by using your e-mail address, please have a contact with METU ICO.

3) IMPORTANT CRITERIA/REQUIREMENTS FOR NOMINATIONS

- Minimum study years for **undergraduate** students: Undergraduate nominees must have completed a minimum of 1 year at your institution before visiting METU.

- MSc/PhD Students: METU will accept **graduate** students for exchange only if:

a) They agree to take courses at our institution. Or,

b) They find a Research Supervisor at METU (by themselves) who is ready to accept to study with the student. In this case, the student should submit an acceptance letter (which can be downloaded from the online student application system) signed by the agreed supervisor, department exchange coordinator, and department chair during the application period. Without this document, the student will not be able to conduct research at METU. Please note that it is not possible for ICO to assign academic supervisors to research students.

4) ENGLISH PROFICIENCY

The language of instruction at METU is English at all levels and at all programs. Therefore, students without required English proficiency are likely to fail at our institution and hamper our collaboration.

We kindly invite you to develop additional mechanisms and take necessary measures to ensure that your outgoing students have sufficient level of English (minimum B1 according to CEFR). This score can be obtained in an internal examination organized at your university or can be the score of an internationally recognized English proficiency test.

5) APPLICATION PROCESS FOR STUDENTS

After the official nomination, the link of online application tool will be sent to the applicants. The applicants will be asked to submit their applications with the documents below:

- Transcript of Records (In English)
- Copy of Passport / National ID Card
- Tentative Course Form (which can be downloaded from the online application system)
- Incoming Thesis Student Confirmation (only for MSc, PhD students who will conduct research) (which can be downloaded from the online application system)

Please submit all documents at once, with separate attached files.

Document format: The documents in the format of photograph will not be accepted. We kindly ask you to submit the clean, scanned version of the required documents in PDF format.

Signatures: Please make sure that all of the documents contain original signatures and not copy-paste signatures.

6) ACCOMMODATION

There are several modern dormitories within the University Campus. Accommodation applications take place after the students are admitted to METU.

7) COURSES/DEPARTMENTS

The students will be awarded with credits (ECTS) for the courses completed successfully.

Exchange students may apply to any academic program offered at the Host Institution at a level determined by the Host Institution. The Host Institution reserves the right to exclude students form restricted enrolment courses.

You may inquire the courses on these links:

- Course/prerequisites/restrictions/staff/hours:
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.

The available courses for the 2019-2020 Spring semester are not available at the moment. However, the available courses of previous semesters (2018-2019 Spring, 2017-2018 Spring etc.) may give an idea about the courses that will be opened in the following one.

8) COSTS

*Estimated living expenses for students are around 400EUR to 700EUR -all inclusive- per month.
*Books and other administrative fees are approximately 100EUR to 150EUR per semester, maximum.
*Housing
  - On campus: from 100EUR to 400EUR monthly depending on the room and dorm
  - Off campus: approximately 200EUR-300EUR depending on the apartment.
*Meal: 150EUR-250EUR (monthly)
*Local transportation: 20EUR-50EUR (monthly)
*Textbooks: 100EUR (per semester), maximum.

9) ORIENTATION PROGRAM

We will organize an Orientation Program for exchange students, **January 27-31, 2020.** We will provide more detailed information about the program after the students are admitted to METU.

We are also sending the METU Fact Sheet for your consideration as an attachment. Should you have further questions, please do not hesitate to contact us.

Best regards,