

**FACT SHEET**  
**2019-2020 ACADEMIC YEAR**

**I. CONTACT INFORMATION**

NAME OF UNIVERSITY	Altınbaş University
NAME OF DEPARTMENT	Erasmus Office
CONTACT PERSON(S)	Burcu Atalay Emre–Erasmus Institutional Coordinator Yeşim Sertcan– Erasmus Specialist Betül Sözsav- Erasmus Assistant Specialist Selin Meral- Erasmus Assistant Specialist Aybüke Çalışkan- Erasmus Assistant Specialist
MAILING ADDRESS	Mahmutbey Dilmenler Cad. No: 26 Bağcılar / İstanbul TURKEY
TELEPHONE	+90(212) 604 0100 Ext: 4114, 1176,1179,1195,1409
EMAIL ENQUIRIES	<a href="mailto:erasmus@altinbas.edu.tr">erasmus@altinbas.edu.tr</a>
WEB ADDRESS FOR EXCHANGE	<a href="http://www.altinbas.edu.tr/en">http://www.altinbas.edu.tr/en</a> <a href="http://www.altinbas.edu.tr/en/erasmus-eng/incoming-students">http://www.altinbas.edu.tr/en/erasmus-eng/incoming-students</a>
COURSE CATALOGUE	<a href="https://ects.altinbas.edu.tr">ects.altinbas.edu.tr</a>



## II. ACADEMIC DATES

ORIENTATION	The orientation day will be held one week before the start of the courses. Students will be informed.
ACADEMIC CALENDAR	<a href="#">CLICK</a>
COURSE SCHEDULE	<a href="#">CLICK</a>

## III. ADMISSION REQUIREMENTS

APPLICATION DEADLINES	Semester 1 (Autumn) / Full Year: 15 JULY Semester 2 (Spring) : 15 NOVEMBER
ENGLISH LANGUAGE PROFICIENCY REQUIREMENT	B2 Level
OTHER ELIGIBILITY REQUIREMENTS	Minimum one years' study at home institution at University level education for all degree level programmes.
REQUIRED DOCUMENTS	<ul style="list-style-type: none"> <li>- Incoming Application Form</li> <li>- Learning Agreement</li> <li>- Official University Academic Transcript</li> <li>- Scanned copy of passport</li> <li>- 1 Passport Photograph</li> </ul> (Signed and scanned versions to be sent to <a href="mailto:erasmus@altinbas.edu.tr">erasmus@altinbas.edu.tr</a> )

## IV. ACADEMIC INFORMATION

CREDITS	Students must take a minimum of 60 credits per semester (30 ECTS) and 120 credits (60 ECTS) per academic year.
COURSES	Students are advised to check Altınbaş University curriculums and course contents (Please check the Course Catalogue : <a href="http://ects.altinbas.edu.tr">ects.altinbas.edu.tr</a> ) Students are allowed to take courses provided in English upon the approval of their sending institution.
ADDITIONAL INFORMATION	Course registration will be realized by Erasmus Office after the arrival of students according to the course list and signed learning agreement provided by the students.

## V. CAMPUSES

CAMPUSES	ADRESS	ACADEMIC UNITS
<b>Mahmutbey Technology Campus</b>	Mahmutbey Dilmenler Caddesi, No:26, 34217 Bağcılar - İSTANBUL	School of Engineering and Natural Sciences, Graduate School of Science and Engineering, Vocational School, Vocational School of Foreign Languages, <b>Google Map</b> : <a href="https://goo.gl/maps/oRE9y57iLcu">https://goo.gl/maps/oRE9y57iLcu</a>
<b>Gayrettepe Social Sciences Campus</b>	Büyükdere caddesi, Yazarlar Sokak No: 36 Esentepe - İSTANBUL	School of Economics, Administrative and Social Sciences, School of Law, School of Fine Arts and Design, School of Management, <b>Google Map</b> : <a href="https://goo.gl/maps/78Skk5cBrgH2">https://goo.gl/maps/78Skk5cBrgH2</a> <b>Google Map</b> : <a href="https://goo.gl/maps/zpUAayvaH682">https://goo.gl/maps/zpUAayvaH682</a>

<b>Bakırköy Health Sciences Campus</b>	Kartaltepe Mah. İncirli cad. No:11 Bakırköy / İSTANBUL	School of Medicine, School of Dentistry, School of Pharmacy, Graduate School of Health Sciences, Vocational School of Health Services  <b>Google Map</b> : <a href="https://goo.gl/maps/8Bd5CXGFmxJ2">https://goo.gl/maps/8Bd5CXGFmxJ2</a>
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## VI. ACCOMMODATION

ACCOMMODATION	<p>Dormitory is available at Mahmutbey Campus.  <a href="http://yurt.altinbas.edu.tr/en/home/">http://yurt.altinbas.edu.tr/en/home/</a>          or contact  <a href="mailto:konukevi@altinbas.edu.tr">konukevi@altinbas.edu.tr</a>  <a href="mailto:kubilay.ozad@altinbas.edu.tr">kubilay.ozad@altinbas.edu.tr</a></p> <p><b>Other Options:</b>  <a href="https://www.checknchill.com/">https://www.checknchill.com/</a>  <a href="https://erasmusu.com/en/erasmus-istanbul">https://erasmusu.com/en/erasmus-istanbul</a>  <a href="https://www.uniplaces.com/">https://www.uniplaces.com/</a>  <a href="https://housinganywhere.com/">https://housinganywhere.com/</a>  <a href="https://www.sahibinden.com">https://www.sahibinden.com</a></p> <p>Please consult before making any payment!</p> <p><b>Recommended areas to stay:</b> Please check the campus in which you will be studying before looking for accommodation as the campuses locate in different parts of the city.</p> <ul style="list-style-type: none"> <li>• Taksim (especially Cihangir.)( Dolapdere and Tarlabası are not highly recommended)</li> <li>• Şişli (especially for those that will study in Gayrettepe Campus) (Kuştepe is not highly recommended)</li> <li>• Bakırköy (especially for those that will study in Bakırköy Campus)</li> <li>• Beşiktaş (especially for those that will study in Gayrettepe Campus, but the transportation to other campuses might be hard)</li> <li>• Mahmutbey (the contracts for private accommodations in the area are done mostly yearly)</li> </ul>
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## VII. FEES AND OTHER EXPENSES

TUITION FEES	Students participating in this exchange are not required to pay any tuition fees to Altınbaş University.
ACCOMMODATION	Accommodation is available for Altınbaş University students at Mahmutbey Campus. For prices and more info : <a href="http://yurt.altinbas.edu.tr/en/home/">http://yurt.altinbas.edu.tr/en/home/</a>

HEALTH INSURANCE	<p>Erasmus and International exchange students are required to have a valid Health Insurance in Turkey covering the whole duration of their stay for resident permit applications. (<i>not for registration to Altınbaş University</i>)</p> <p>3 possibilities:</p> <ol style="list-style-type: none"> <li><b>1. Home country Public Insurance</b> (Turkey has Social Security Agreement with Czech Republic and Germany) – Please be aware that you need to attain it from your country!!</li> <li><b>2. Turkey Public Insurance (SGK)</b> (Not highly recommended since the minimum duration is 12 months)</li> <li><b>3. Private Insurance</b></li> </ol>
LIVING COSTS	<p>The approximate cost of living per month (including rent) is between 450- 900 Euro. This is only an estimate.</p> <p>As all accommodation is self-catering you will find very reasonably priced shops and food outlets on or close to the campus.</p>
OTHER FEES	<p>Class materials /Photocopies– depending on the course.</p>

## VIII. ARRIVAL & ORIENTATION

ORIENTATION WEEK	<p>An Orientation Week will be held during the Course Registration Week. We will help all incoming students adapt their new life at Altınbaş University and in Istanbul.</p> <p>You will meet our Erasmus+ Student Club which will help you to get used to life at Altınbaş University and İstanbul with different types of events and activities.</p> <p>During the Orientation Week you will be informed about administrative process such as Residence Permit Application, Transportation Card, Course Registration as well as Learning Agreements and the tools which will facilitate your student life at Altınbaş University.</p>
DISCOUNTED ISTANBUL CARD	<p>For Transportation Card:</p> <ol style="list-style-type: none"> <li>1. Student certificate (in Turkish)</li> <li>2. Photo</li> <li>3. 10TL</li> </ol> <p>From the application centers: <a href="https://www.istanbulkart.istanbul/basvuru-merkezleri">https://www.istanbulkart.istanbul/basvuru-merkezleri</a></p>

## IX. VISA AND RESIDENCE PERMIT

VISA	<p>Please enter Turkey with your passport even though you can just enter with your ID as residence permit application requires you to enter Turkey with your passport. You should have a passport valid for 60 days longer than the duration of visa.</p> <p>Visa and visa exemption may allow you to stay 90 days within 180 days.</p> <p>Exchange students are exempt from visa fee upon confirmation of their participation in the Erasmus Program.</p> <p>The citizens of countries at link may get visa at the customs (airport) (Please have your documents regarding your Erasmus Student Status with you) <a href="#">Click for the full list.</a></p> <p>Citizens of countries are exempt from visa including the below listed ones; (EU citizens) Germany, Albania, Bosnia-Herzegovina, France, Estonia, Finland, Sweden, Switzerland, Italy, Iceland, Kosovo, Latvia, Liechtenstein, Lithuania, Luxembourg, Hungary, Macedonia, Romania, Serbia, Slovakia, Slovenia, <a href="#">Click for the full list.</a></p>
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RESIDENCE PERMIT	<p>You will be informed about the residence permit in detail upon your arrival at the Orientation Program.</p> <p>Please be aware that you should have a passport 60 days longer than the duration of resident permit requested. You cannot get residence permit with your ID, you should have a valid passport even though you can enter the country with only your ID.</p> <p>The applications should be done through within 30 days after your arrival.</p> <p>Online application should be done at <a href="https://e-ikamet.goc.gov.tr/">https://e-ikamet.goc.gov.tr/</a> .</p> <p>You should be applying for "Short Term Residence Permit" .</p> <p>You only need to pay 110 TL residence permit card fee, you are exempt from residence permit fee.</p> <p>Please bring a copy of your Health Insurance policy with you. Turkey has Social Security Agreement with Czech Republic, Germany. So if you are either from Czech Republic or Germany please consult your Public Health Insurance Officials to get your documents proving your insurance.</p> <p>Erasmus Office will receive the application documents and provide students with info.</p>
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## X. ACCESSIBILITY

ACCESSIBILITY	<p><i>Altınbaş without Barriers Unit</i></p> <p>All students with disabilities enrolled at our university can benefit from the services of the unit by applying directly to our unit or by filling out the application form under Unit on our website.</p> <p>You can send an e-mail to <a href="mailto:engelsizaltinbas@altinbas.edu.tr">engelsizaltinbas@altinbas.edu.tr</a> for your inquiries and questions.</p>
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## XI. OTHER INFORMATION

TRANSCRIPTS	Transcripts will be sent directly to the home institution after the final exam results of related semester.
BUDDY PROGRAM	Erasmus Club manages the Buddy Program and matches local students to incoming exchange students. Local students assists students with the exchange student's adaption to their new life regarding day to day issues.
SOCIAL MEDIA	<p>Altınbaş University</p> <p>Instagram: <a href="https://www.instagram.com/?hl=tr">https://www.instagram.com/?hl=tr</a></p> <p>Facebook: <a href="https://www.facebook.com/AltinbasUni/">https://www.facebook.com/AltinbasUni/</a></p> <p>Twitter: <a href="https://twitter.com/altinbasuniv">https://twitter.com/altinbasuniv</a></p> <p>Erasmus Club:</p> <p>Instagram: <a href="https://www.instagram.com/altinbas.erasmus">https://www.instagram.com/altinbas.erasmus</a></p> <p>Facebook: <a href="https://tr-tr.facebook.com/altinbas.erasmus/">https://tr-tr.facebook.com/altinbas.erasmus/</a></p>

It is suggested to download the following two applications **maps.me** and **MobiETT** on your phone:

- Maps.me** is an offline map that will help you get around in the city.
- MobiETT** is the official application of İETT that shows timetables and routes of bus, subway and metrobus lines.

You may check the metro line through: <https://www.metro.istanbul/>

**Havaist** offers transportation between the new airport and the city centre.

- Havaist bus numbers indicate the destination of that bus (İST-5 , İST-3 etc.) For example İST-5 goes to Beşiktaş. You may check the number according to where would like to go. It is private so it could be more expensive than İETT buses. İETT is the public transportation. You may use the one that is more convenient. Please check the website of Havaist via this link: <http://www.hava.ist/en/> and for İETT buses go to <https://www.iETT.istanbul/en>

Here is some information about getting to some points in the city from the airport:

#### From İstanbul(New) Airport:

- To **Gayrettepe Campus** → **Havaist or H2** > get off in Mecidiyeköy > get on **M2(subway) Şişli/Mecidiyeköy** > Get off at Gayrettepe Station  
→by taxi approximately 120tl
- To **Mahmutbey Campus** → **Havaist or H2** > get off in Mecidiyeköy > get on **141M (bus)** > get off at Altınbaş University Stop  
**OR**  
→**Havaist** to Mahmutbey Metro > get off in Mahmutbey Metro Station > walk for 10-15 min or use university shuttle service (for more info on shuttle service please go to: <http://www.altinbas.edu.tr/en/student-guide/transportation>)  
→by taxi approximately 100tl
- To **Bakırköy Campus** → Get on **İST-1** > get off at Kuleli Stop > get on **79B (bus)** > get off at Bakırköy Stop  
→by taxi approximately 140tl
- To **Taksim** → To check Havaist timetable: <http://www.hava.ist/yeni-sefer-saatleri/taksim/19>  
→by taxi approximately 120tl
- To **Sultanahmet** → To check Havaist timetable: <http://www.hava.ist/yeni-sefer-saatleri/sultanahmet-eminonu/20>  
→ by taxi approximately 120tl

#### From Sabiha Gökçen Airport:

- To **Gayrettepe Campus** → **E-3(bus)** > get off at 4. Levent > get on **M2(subway)** > get off at Gayrettepe Station  
→by taxi approximately 150tl
  - To **Mahmutbey Campus** → **E-11(bus)** > Transfer at Uzunçayır Station > to **34AS(metrobus)** > get off at Mecidiyekoy Station transfer to > **141M (bus)** > get off at Altınbaş University Stop  
→by taxi approximately 180tl
  - To **Bakırköy Campus** → **HavaBus or E-11** > Kadıköy > **M4 (subway)** > get off at Üsküdar Station > transfer to **Marmaray** > get off at Bakırköy Station  
→by taxi approximately 170tl
  - To **Taksim** → To check HavaBus timetable: <http://www.havabus.com/>  
→by taxi approximately 150tl
  - To **Sultanahmet** → **HavaBus** to Taksim > get on Kabataş Funicular from Taksim Metro > transfer to T1(tramway) > get off at Sultanahmet Station → by taxi approximately 170tl
- \*Taxi fares are estimated and actual fare might be different but please be aware of unusually high fares

<p>ATTRACTIONS</p>	<ul style="list-style-type: none"> <li>- <b>Taksim, İstiklal Street:</b> Taksim Square <b>İS</b> considered the center of the city and afterwards you can <u>take a walk on İstiklal Street</u> , where you can do some shopping, spend some time at cafes/bars/restaurants or visit museums such as İstanbul Modern or Pera Museum. Following the street you will arrive to <u>Galata Tower</u>. Your next station could be Karaköy. 4 of them could take 1 day</li> <li>- <b>Karaköy :</b> Old,historical buildings and charming cafes. Please <u>click here</u> to see on map and photos.</li> <li>- <b>Eminönü, Spice Bazaar, Grand Bazaar :</b> Shopping area for traditional things. Please <u>click here</u> to see on map. (<u>Grand Bazaar</u>)</li> <li>- <b>Sultanahmet (Blue Mosque), Haghia Sophia :</b>It is close to Eminönü and Grand Bazaar. The area is considered as Old City where you can find the most famous historical signs and museums. Please <u>click here</u> to see on map.</li> <li>- <b>Topkapı Palace :</b> It was the administrative and educational center of the state during Ottoman period. The palace hosts some important collections. For more information please <u>click here</u>.</li> <li>- <b>Bosphorus Tour:</b> You may take this tour for about 20-25 Turkish Liras (TRY). If you would like to check tours, you may <u>click here</u>. Also, you may take tour from Eminönü and other ferry port.</li> <li>- <b>Kadıköy :</b> On the Asian side of the city, Kadıköy is a lively neighbourhood offering art, restaurants, night life and a nice park near the shore where you can have a picnic. The passage would be great by ferry. To check the timetable and route please visit <a href="http://en.sehirhatlari.istanbul/en">http://en.sehirhatlari.istanbul/en</a> Please <u>click here</u> to see the photos of Kadıköy-Moda.</li> <li>- <b>Üsküdar :</b> Üsküdar is also on the Asian side. You may go to there by ferry or by Marmaray (subway). It is the place where famous Kız Kulesi (Maiden's Tower) is located. For more information please click: <a href="http://www.istanbulkulturturizm.gov.tr/EN-171825/maidens-tower.html">http://www.istanbulkulturturizm.gov.tr/EN-171825/maidens-tower.html</a> .Please <u>click here</u> to see the photos of the area.</li> <li>- <b>Princes' Islands :</b> Nine islands in the Marmara Sea are called Princes' Islands. Büyükada (literally means "big island" in Turkish), Heybeliada, Burgazada, and Kinaliada are the most popular ones. These are all car-free and a great place to escape the chaos of İstanbul. You can cycle around the islands, have a picnic and even go swimming in summer. For more information on the islands please click: <a href="http://www.istanbulkulturturizm.gov.tr/EN-174379/princes-islands.html">http://www.istanbulkulturturizm.gov.tr/EN-174379/princes-islands.html</a> To learn how to get there please click: <a href="http://en.sehirhatlari.istanbul/en/timetable/adalar-princes-islands-lines-353.html">http://en.sehirhatlari.istanbul/en/timetable/adalar-princes-islands-lines-353.html</a></li> </ul>
<p>CLIMATE</p>	<p>İstanbul enjoys four seasons with hot and humid summers and wet and cold winters. It can get snowy in winter, sometimes very light but once or twice in a winter the amount of snow might easily paralyze the city. The city can also be windy throughout the year.</p>