



ERASMUS UNIVERSITY CHARTER

Application form for academic years 2004/2005 - 2006/2007

Final date for submission: 1 November 2003

The reference number for your application for the ERASMUS University Charter is as follows:
220554-IC-1-2003-1-TR-ERASMUS-EUC-1

Correspondence language EN

Acknowledgement of receipt

Applicants are invited to consult the SOCRATES Intranet Projects website to confirm the receipt of their ERASMUS University Charter (EUC) application. If by 02/12/2003 the application has not been registered on the SOCRATES Intranet Projects website, the applicant should contact the SOCRATES, LEONARDO & YOUTH Technical Assistance Office.

A. Institutional profile

A.1. Identification of the applicant institution

Full OFFICIAL title of the institution in the national language	SELCUK UNIVERSITESI
Translation of this title in English (PREFERABLE)	SELCUK UNIVERSITY
ERASMUS ID code of the institution (e.g. F PARIS333)	NEW 2003
Internet address	www.selcuk.edu.tr

A.2. Identification of the legal representative

Last name of the legal representative of the institution (Head of the institution)	ABDURRAHMAN KUTLU		
Title (optional) (e.g. Prof., Dr, etc.)	PROF. DR.	Gender	Male
Department/unit	THE UNIVERSITY OF SELCUK		
Official function within the institution	RECTOR		
Phone (including country and area codes)	+ 90/332/3508585		
Fax (including country and area codes)	+ / 90/332/3520998		
E-mail address (only one address)	akutlu@selcuk.edu.tr		
Legal address of the institution			
Street	Vali Izzet Bey Cad. Karatay Muzesi Karsisi Karatay		
Post code & Town	42151 KONYA		
Country	Turkey		

A.3. ERASMUS institutional co-ordinator - contact person

Last name of the ERASMUS institutional co-ordinator	SABAN CALIS		
Title (optional) (e.g. Prof., Dr, etc.)	Assoc. Prof.	Gender	Male
Department/unit	INTERNATIONAL RELATIONS		
Official function within the institution	Head of Department		
Phone (including country and area codes)	+ 90/332/2233103		
Fax (including country and area codes)	+ 90/332/2410102		
E-mail address (only one address)	erasmus@selcuk.edu.tr		
Correspondence address			
Street	Alaeddin Keykubat Kampusu Rektörlük No:109 Selçuklu		
Post code & Town	42079 KONYA		
Country	Turkey		

A.4. Statistical data on the applicant institution

Foundation year of your institution			1975	
Level of degrees awarded				
First cycle degrees			Yes	
Second cycle degrees			Yes	
One-tier degrees			Yes	
Doctoral degrees			Yes	
Other degrees			Yes	
Number of students enrolled in 2002/2003 on higher education courses	Part-time	0	Full-time	67532
Number of students graduated in 2002/2003			15868	
Number of teaching staff (full-time equivalent) in 2002/2003 (staff under contract to your institution and for whom teaching is a main activity)			2570	
Number of administrative staff (full-time equivalent) in 2002/2003			1495	
Number of these administrative staff members who worked directly in European/international relations in 2002/2003 (full-time equivalent)			8	
First year of participation in Erasmus			/	

A.5. Statistical data on outgoing mobility

How many Erasmus STUDENTS did your institution send out in 2002/2003? For institutions not previously involved in ERASMUS mobility: how many Erasmus students do you plan to send out in 2004/2005?	150
How many Erasmus TEACHERS did your institution send out in 2002/2003? Institutions not previously involved in ERASMUS mobility: how many Erasmus teachers do you plan to send out in 2004/2005?	40

A.6. Data on the subject areas taught

SUBJECT AREAS TAUGHT according to ERASMUS TYPOLOGY
01 Agricultural Sciences
02 Architecture, Urban and Regional Planning
03 Art and Design
04 Business Studies, Management Science
05 Education, Teacher Training
06 Engineering, Technology
07 Geography, Geology
08 Humanities
09 Languages and Philological Sciences
10 Law
11 Mathematics, Informatics
12 Medical Sciences
13 Natural Sciences
14 Social Sciences
15 Communication and Information Sciences
16 Other Areas of Study

B. European Policy Statement (EPS)

In order to complete this section, please refer to the Instructions.

This section is **COMPULSORY** for ALL applicant institutions. PLEASE NOTE that your EPS WILL BE PUBLISHED on the website of the European Commission.

The EPS should set out the overall European co-operation strategy of your institution that underlies all its SOCRATES co-operation plans for 2004/2005 - 2006/2007, i.e. Erasmus mobility, Erasmus Curriculum Development (CD), Intensive Programmes (IP) and Thematic Network projects (TN) as well as other Socrates activities.

Your EPS must address the following three questions:

- What is the current situation of your university's international co-operation in the context of current national, international and European development?

As the largest university of Turkey in terms of student numbers and physical development, the University of Selcuk has the real potential to establish national and international ties with other educational establishments. The University is an international institution, dedicated to the concept of widening international co-operation as a fundamental basis for high quality teaching, research and learning. Established in 1975, the University has about 70000 students and over 4000 staff in 350 programmes placed in four different campuses. The educational institutions consist of 16 faculties, 1 Conservatory, 25 Vocational Education Schools, 4 Graduate Schools, and 13 Research Centres.

The University recognises that educational establishments play a vital role in the process of international understanding and co-operation. Therefore the University is dedicated to providing its students with a varied education with an international influence and is constantly striving to expand and improve its reputation for international involvement. The University intends to place a special focus on practical and theoretical studies especially the collaborative and joined ones conducted with national and international partners.

The University's co-operations and bilateral agreements with different universities all over the world are as follows: 7 agreements with certain EU countries (5 German, 1 French and 1 Austrian universities), 2 Russian, 1 Ukraine, 7 American, 1 South Korean, 1 Egyptian, 1 Afghanistan, and 1 Azerbaijan universities. The University has sent quite a number of students and academics to certain European and American universities. It has also received equal number of academics and students from different universities. The strong ties with some Central Asian Republics such as Azerbaijan, Turkmenistan, and Kazakhstan, in addition to the Balkan countries such as Macedonia, Bosnia, Greece and Bulgaria, have provided the University with the necessary experience for student and staff mobility.

Since 1991, 1400 foreign students from 45 countries have studied. The number of foreign students has been increasing constantly. They have been given language courses and the experts of the University have successfully dealt with their adaptation problems.

As a part of Turkey's enthusiastic accession attempts and the intention in this regard, the University has directed its entire attention to the EU countries. This is also an obligatory direction since the government funds have been largely allocated for the projects and studies to promote the country's international relations in general and the EU dimension in particular.

The University offers a wide range of modules with a clear European and international content. In 2002-2003, for instance, the

University ran about 15 courses in this regard. The International Relations Department in the Faculty of Economics and Administrative Sciences offers a variety of modules for teaching different aspects of integration in Europe. Additionally, the University recognises the importance of languages in its degree programme and has developed a number of innovative degrees incorporating languages. The major languages of the EU are taught in the University i.e. German, French, English. These languages may not seem to be exhaustive but gives a flavour of strong commitment by the University.

Recent internal organisational changes have been made to enhance our educational activities in co-operation with the EU universities. The establishment of the Selcuk University European Union Research Centre (SEURC) has been a step in this direction.

The University has introduced the initiatives to prepare its faculties and schools to ECTS, DS and CD activities. Given the size of the University it has achieved a reasonable amount of success in this aspect. Under the impetus of ERASMUS, student and staff mobility will become the principal European activity at the University of Selcuk. In the coming years the University will endeavour to increase involvement in European Curriculum Development and Thematic Networks as well as other SOCRATES activities in order to strengthen further its co-operations with its European partners. This will lead to a greater understanding of curricula and how to adapt to the greater demand of compatibility between institutions in Europe.

- Given the strengths and weaknesses of your university's present situation, define your university's aims and priorities for 2004/2005 - 2006/2007 with a special focus on promoting activities in the SOCRATES programme. Describe briefly how the the EPS has been developed and how it will be implemented at your institution.

One of the leading universities in Turkey, Selcuk committed to training and educating young generations since its foundation. The University's mission is to raise the standard of knowledge, competence and education with the aid of scientific research of high international standards and instruction based on such research, as well as to promote the application of knowledge.

In the past quarter century, the University achieved its goal of creating a motivating learning and teaching environment to its students and staff. Now that Selcuk university has developed to become a recognised and respected institution with its large body of students, including foreign ones especially from Balkans and Central Asia, its primary objective in the near future is to open its doors to more students from Europe.

Students and researchers have free access to internet sources via computer labs around the campus. The University has put more than 10,000 brand new computers into service of its students from all programs. Moreover, a new Information and Communication Centre (ICC) with additional 2000 new computers also provides full-time support to university's students and research community. Some courses are carried out on the University Television (UNTV-broadcasting regionally) and the internet within the extent of Distance Learning Programs. Also the University has a modern central library, which has 24 hour access.

The University has a language education school where students of the some departments attend one-year prep-class for learning English. This school employs several native speaker teachers. In addition, the department of Eastern Languages offers degrees in Arabic, Persian and Urdu cultures and literatures. The same department also conducts summer courses for these languages as well. Eastern Languages department every year also organises well-attended seminars on the Ottoman Language. Also the ICC holds language-developing materials (CD, DVD, etc).

The University's vision by the year 2007 is to be an internationally recognised university. It will be renowned for its cutting-edge research and will play a significant role as a provider of undergraduate, postgraduate and postdoctoral training. Internationalism will have been integrated as a natural part of operation and interaction in study, research and working life. With Turkey's inclusion to the European Union Youth and Education Programmes at the end of 2003, the University aims to extend its horizons to the EU skies in upcoming years.

This EPS for 2003-2007 is prepared under the supervision of Rector of the Selcuk University in line with 21. Century Strategy of the University.

Implementation of the EPS will be co-ordinated by the newly established Selcuk University European Union Research Centre (SEURC).

The Centre has one director and two deputy directors directly responsible for the implementation of the University's European affairs in association with the departmental co-ordinators.

OBJECTIVES

-The University will be a highly regarded co-operation partner in the international scientific Community and an attractive working environment for international students and researchers.

-Since the University will be the first time participating the EU's research and exchange programmes, it will be a leading co-operating institution in Turkey.

-Researcher mobility, doctoral training, teacher mobility and international exchanges of other staff members will increase and they will be implemented as part of personal career development.

-Student mobility will increase and students will view a period of study abroad as being an opportunity to increase the competitiveness of their degree on the labour market.

-The University will try to attract more international high quality students.

-Internationalism will be an integrated part of the criteria for evaluating the quality of education in the university.

-Virtual technology will be exploited to an increasing extent in international educational co-operation.

-The opportunities for various businesses, trade and cultural institutions existing in the region to get involved in international co-operation will be increased in co-operation with the city of Konya.

MEANS

- The SEURC together with the existing International Relations Bureau, Co-ordinators and Advisors for Foreign Students will play a critical role in disseminating information and counselling related to the EU's research funding projects within the University.

-The SEURC will exploit contacts established for research co-operation in order to create new opportunities for international educational co-operation in close collaboration with the Turkish National Agency.

-The SEURC will record the practices to be observed in international co-operation in developing a quality handbook for the University.

-All the educational units will support the participation of the entire staff in international projects by giving priority in hiring new foreign staff.

-Those faculties, which have acquired solid know-how and experience through co-operation with the developing countries, will exploit new opportunities through programmes like the Erasmus World Programme.

-The departments will increase teacher and student mobility to take part in the Socrates II and Leonardo da Vinci II Programmes.

-The degree programmes will increase programmes offered in English.

-They will also participate in Socrates IP and CD Projects as well as Thematic Networks as partners and co-ordinators.

-The Language School will provide instruction in foreign languages and intercultural communication to the University's own

students and instruction in the Turkish language and culture to international students.

-Education provided with the means of virtual technology will be supported by the Socrates Minerva Programme.

-The Internationalisation of adult education will be supported by the Socrates Grundtvig Programme and Thematic Networks.

-The SEURC, International Relations Bureau, Advisors for Foreign Students and departments will make use of the international experiences of students and staff in organising events to increase student and teacher mobility.

-The Sixth Framework Programme will be utilised by the University's newly developed R&D centres.

-The SEURC will also increase the University's international recognition via information networks.

-Among the other institutions, the University has Foreign Language Education Centre, Old and Modern Turkish Language Centre, Student Psychological Counselling Centre, Distance Learning Program, Family Research and Application Centre, Accommodations Centre all of which have a dimension that is very important for exchange programs.

- How will your institution ensure high quality in student and staff mobility and in Erasmus co-operation projects?

As part of national higher educational system, the University has been constantly monitored by the Turkish Higher Educational Council and the Inter-University Board.

The University is planning to apply for the national implementation of the Bologna Process. In addition, the University has been trying hard to start using DS and ECTS to be a part of European education, accreditation, and qualification systems.

The University's international activities will be conducted by a high level organisational body to be headed by a Vice-Rector. Each faculty will have a network consisting of heads of departments. In order to manage projects in the most efficient way each unit will have a co-ordinator who co-operate with the University's General Co-ordinator, closely working with the SEURC. Representatives of the student organisations also participate in the co-ordination process.

The evaluation of internationalism will be adjusted to the University's overall strategy and to each operational unit's own strategy. International activities will be included in annual performance negotiations between university administration and operational units.

Quality control of international co-operation will be implemented by monitoring and evaluating activities through regular surveys.

In order to ensure quality in education, teaching and learning, at the European level, the University will establish a permanent body under a Vice-Rector: the Evaluation Council for Teaching and Research.

Also the University has the determination during the planning period to have an external evaluation of all activities.

As a result, the University has already concentrated on educating its own students about the programme and the international study options, by the publication of informative literature, presentations in each department.

Through language teaching departments, the University is able to provide foreign languages for outgoing students and staff, and Turkish language courses for incoming foreign students and academics, before and during exchange programmes. Every student can be provided with additional language tuition without fees.

As part of qualification policy, application process for student mobility will be carefully regulated. A selection committee under the SEURC will be established and no discrimination of any kind will be allowed.

Selection of students will be essentially based on objective criteria such as high academic achievements, a certain degree of English language knowledge in addition to the required language for exchange.

The University aims at accepting the best qualified students and staff all over the World without looking at their races, religions, and ethnic origins. The University has a clear equal opportunity policy to ensure that nobody are put in a disadvantaged position or subject to discrimination in any way because of gender, disability, race and religion.

The University believes in promoting multicultural structures, organisations and activities within a peaceful atmosphere to establish and develop strong ties between all the nations in Europe and the World.

To enhance mobility, national and regional sponsors will be encouraged in order to widen the spectrum of mobility as much as possible. As the biggest University of Turkey, the University can mobilise all means, all social groups, NGOs, associations and foundations for coming together to raise some additional funds for all kind of exchange programs. Konya as one of the big and modern cities of Turkey will be helping to the University to implement a successful policy of Socrates/Erasmus programmes.

The University of Selcuk has not only determination and goodwill but also has already established and well-structured institutions, strong organisations and experienced staff to ensure high quality in student and staff mobility and in Erasmus co-operation projects.

C. Questions on the organisation of mobility

The following closed questions refer to the total period of the ERASMUS University Charter (2003/2004 - 2006/2007).

1. Information services for students: How will your institution provide information to outgoing ERASMUS students?

a) Information sessions, fairs on study abroad	Yes
b) Subject area specific information sessions	Yes
c) Face-to-face information/advice to students	Yes
d) Information in hard copy: leaflets/brochures	Yes
e) Information on the web (please provide the internet address: www.selcuk.edu.tr	Yes

2. Information services for students: What kind of information will be given to outgoing ERASMUS students?

a) General information on partner institutions	Yes
b) Information on study programmes at partner institutions	Yes
c) Information on recognition matters (learning agreement etc.)	Yes
d) Information on host countries (living in the host country etc.)	Yes

3. Information services for students: How will you provide information to incoming ERASMUS students?

a) General orientation sessions on the host country, town and university	Yes
b) Face-to-face information/advice to students	Yes
c) Information in hard copy: leaflets/brochures	Yes
d) Information on the web (please provide the internet address) www.selcuk.edu.tr	Yes

4. Information services for students: What proportion of your incoming ERASMUS students will be offered:

a) Assistance in finding accomodation	100%
b) Language courses	100%
c) Tutoring (e.g. by former ERASMUS students)	100%

5.a. Language preparation for outgoing ERASMUS students: In which languages will your institution offer languages preparation prior to departure? Select languages from the list

Bulgarian	Yes
Czech	Yes
Danish	Yes
German	Yes
Estonian	Yes

Greek	Yes
English	Yes
Spanish	Yes
Finnish	Yes
French	Yes
Irish	Yes
Hungarian	Yes
Icelandic	Yes
Italian	Yes
Letzenburgesch	Yes
Lithuanian	Yes
Latvia	Yes
Maltese	Yes
Dutch	Yes
Norwegian	Yes
Polish	Yes
Portuguese	Yes
Romanian	Yes
Swedish	Yes
Slovene	Yes
Slovak	Yes
Turkish	Yes

5.b. Language preparation for outgoing ERASMUS students: What percentage of outgoing students will be required to attend language classes prior to departure?

Percentage	100%
------------	------

5.c. Language preparation for outgoing ERASMUS students: Will provision be made for those ERASMUS students who wish to attend language courses in the host country to do so?

Answer	Yes
--------	-----

6. Use of ECTS

a) Will your institution use ECTS (ECTS credits, learning agreement, transcript of records) to facilitate academic recognition of ERASMUS study period abroad?	- Yes, in all departments
b) Will your institution use ECTS as an internal credit accumulation system?	- Yes, in all departments

7. Support for teaching staff mobility: What provision will be made to facilitate and support ERASMUS teaching staff mobility?

a) Additional financial support from your institution	Yes
---	-----

b) Acknowledgement of teaching activity abroad as an important part of academic career	Yes
c) Help with practical arrangements (travel, accomodation etc.)	Yes
d) Promotional activities (information sessions, mailings, etc.)	Yes
e) Other (please specify) social and cultural activities	Yes

8. Support for disabled students/teachers: Disability: Will your institution provide special facilities for

a) ERASMUS students/teachers with visual disability?	Yes
b) ERASMUS students/teachers with hearing disability?	Yes
c) ERASMUS students/teachers with other physical disability?	Yes

D. ERASMUS University Charter

Below you will find the text of the ERASMUS University 1 Charter (EUC) that sets out the fundamental principles underlying all Erasmus co-operation. The Charter signed by the European Commission will be sent to approved institutions.

ERASMUS UNIVERSITY CHARTER 2004/2005 - 2006/2007

This Charter awarded by the European Commission to SELCUK UNIVERSITESI entitles the institution to apply to the Commission for grant support for Erasmus Transnational Projects and to its Erasmus National Agency for funding for ERASMUS mobility activities.

SELCUK UNIVERSITESI has agreed to the provisions set out in this Charter, namely:

- To respect and observe the principles of Erasmus mobility:
 - Mobility can be carried out only under prior bilateral or multilateral agreements between higher education institutions.
 - No university fees for tuition, registration, examinations, access to laboratory and library facilities are to be charged to incoming Erasmus students.
 - Full academic recognition must be given to students for courses specified in the Learning Agreements which students have taken and passed.
- To ensure support for Erasmus Transnational Projects in particular by providing the necessary institutional support for staff engaged in approved Transnational Projects.
- To inform its Erasmus students and teachers of the terms and requirements for Student and Staff mobility.
- To comply with the regulations on mobility set out in the contract between the institution and the National Agency.

SELCUK UNIVERSITESI has agreed to make every effort to ensure high quality in organising Erasmus Student and Staff mobility, in particular by:

- Proper planning of studies abroad and ensuring that students sign and observe learning agreements
- Prompt provision of a transcript to all incoming students after completion and assessment of coursework
- Using ECTS or a comparable system which gives transparency for purposes of academic recognition
- Providing adequate information to outgoing and incoming students and teachers
- Providing the necessary linguistic preparation to mobile individuals
- Integrating incoming Erasmus students into normal university courses
- Ensuring the integration of the teaching activity of visiting staff into the curriculum
- Providing housing assistance to incoming students
- Facilitating and supporting teaching staff mobility
- Acknowledging the teaching activities carried out abroad.

In its Erasmus activities, SELCUK UNIVERSITESI has agreed to respect the transversal Community policies set out in the Socrates decision:

- equality between men and women;
- integration of disabled students and teachers;
- enhancement of social and economic cohesion and combating xenophobia and racism in the institution.

Violation of this Charter may lead to its withdrawal by the Commission in whole or in part. The conditions of the withdrawal of the Charter and the appeals procedure are specified on the Commission ERASMUS website and in the contract between the institution and the National Agency.

1 'University' in the context of the SOCRATES programme means any type of higher education institution, according to the national legislation or practice, which offers qualifications or diplomas at that level, whatever such establishments may be called in the countries participating in the programme.

E. Endorsement of the application

I, the undersigned, Head of the applicant Institution,

- *certify that the information contained in this application is complete and correct to the best of my knowledge. All Erasmus activities will be implemented on the basis of written agreements with the relevant authorities of the partner institutions.*
- *agree to the content of the ERASMUS University Charter outlined above and commit my institution to do the utmost to respect and observe these obligations.*
- *confirm that the information given in the application submitted online and in this paper version is identical.*
- *agree to the publication of the European Policy Statement submitted within this application on the Europa Server of the European Commission or the website of SOCRATES, LEONARDO and YOUTH Technical Assistance Office.*

Place:

Name:

Date (dd/mm/yy):

Original signature of the legal representative of the Institution (as identified in section A.2 above)

Original stamp or seal of the Institution