

REQUIRED DOCUMENTS TO BE COMPLETED

For students:

Documents to be sent to OMU

Before your arrival

- 1) A copy of the announcement on your website
- 2) A copy of the announcement posters, flyers, brochures, etc. if any
- 3) The list of all applicants with their criteria points and Erasmus General Score
- 4) Selection Committee Report (**attached**)
- 5) English Proficiency Document

*Application forms listed in <http://erasmus.omu.edu.tr/en/genel/ka107-student>

On your arrival: What you should bring with you!

- 1) Boarding passes
- 2) E-tickets
- 3) Copy of passport identity page
- 4) 4 passport size photo
- 5) Health Insurance (Covering your stay here)
- 6) Big Smile ☺

On your return

- 1) A copy of your departure stamp on your passport
- 2) Complete the survey sent to your e-mail address by the European Commission
- 3) The Board decision of study/traineeship recognition
- 4) The Student's Transcript of Records after the recognition process
- 5) If applicable, a copy of the student's diploma supplement after graduation

For Staff:

Documents to be sent to OMU

Before your arrival

- 1) A copy of the announcement on your website
- 2) A copy of the announcement posters, flyers, brochures, etc. if any
- 3) The list of all applicants with their criteria points and Erasmus General Score
- 4) Selection Committee Report (**attached**)
- 5) Home University Confirmation Letter(**attached**)
- 6) English Proficiency Document
- 7) Curriculum Vitae

*Application forms listed in <http://erasmus.omu.edu.tr/en/genel/ka107-staff>

On your arrival: What you should bring with you!

- 1) Boarding Passes
- 2) E-tickets
- 3) Health Insurance (Covering your stay here)
- 4) CV
- 5) Copy of passport identity page
- 6) Big Smile☺

On your return

- 1) Complete the survey sent to your e-mail address by the European Commission
- 2) A copy of your departure stamp on your passport