

## **ROADMAP FOR STUDENTS WITH SPECIAL NEEDS**

Erasmus+ Program aims to provide fair and equitable opportunities for all students therefore students with special needs are encouraged to participate to the program and supported by European Commission. Please follow the instructions below in order to plan your mobility and receive additional Erasmus+ Mobility Grant for special needs.

### **Before the application:**

- Please list your preferences after searching for the university/city you would like to go. Please check also useful resources below.
- You could consult to the Office of International Programs for the accessibility or possible support and adjustments of partner universities.
- The selection process of participants is implemented in line with the rules of Erasmus+ Student Mobility Program and Turkish National Agency. Please check the website of OIP for more detailed information about selection procedure and general rules of Erasmus+ Program.

### **After the selection:**

- You should complete your application to the partner university. During your application please inform the responsible person at the host institution about your special needs and any required adjustment.
- You should submit the required documents to OIP before the mobility.
- Please contact to OIP Outgoing Student Advisors if you need further information or technical support about the documents and procedures.

### **Additional Grant for Students with special needs:**

- Additional Grant is provided in order to maintain adapted accommodation, travel assistance, medical attendance, supportive equipment, adaption of learning material, an accompanying person, etc.
- Students should contact to OIP in order to apply for additional grant.

## **How to apply?**

### **Required Documents:**

- Application form (will be provided by OIP)
- Medical report about the disability or special needs (taken no later than 3 months)
- Copy of your identity about disability status (Engellilik kartı)
- Letter of acceptance from host institution which confirms that partner university is aware of the status of the students and required adjustments.

### **After mobility:**

- Students should keep receipts or invoices for any expenses they have spent for their special needs. Each expense should be documented after the mobility in order to report the grant to European Commission. Unless it is documented, the additional grant must be returned to National Agency.
- You should submit documents regarding your expenses like receipts for accommodation, for transportation (taxi etc.) or for medical or other expenses that supports your mobility.
- Students are obliged to submit the required mobility documents and follow to rules of the program in order to receive the Erasmus grant besides the additional grant.

**I hereby confirm that I have read and understood this document.**

**Name of the Student:**

**Student ID:**

**Department:**

**Host Institution:**

**Mobiltiy Term:**

### Useful Resources:

- <http://exchangeability.eu/>
- <https://www.ucc.ie/en/media/support/disabilitysupportservice/publications/AHEADGuidetoInclusiveInternationalMobility.pdf>
- <https://studenttoolkit.eu/>
- <http://ua.gov.tr/programlar/erasmus-program%C4%B1/y%C3%BCksek%C3%B6%C4%9Fretim-program%C4%B1/erasmus-%C3%B6zel-ihitiya%C3%A7-deste%C4%9Fi>