

Global Exchange

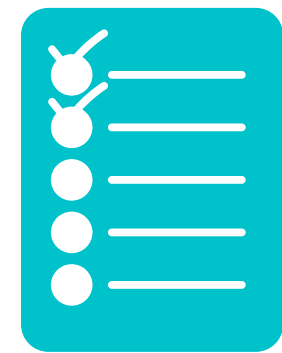


KOÇ
ÜNİVERSİTESİ
OFFICE OF
INTERNATIONAL
PROGRAMS

Frequently Asked Questions

This FAQ document is prepared for KU students to learn the rules and requirements of the Global Exchange Program. Students are highly advised to read this document before contacting OIP with their specific questions.

Table of Contents



Please click on the section names to visit the relevant pages.

PART 1	Application Process
PART 2	Global Exchange Scholarship
PART 3	After Placement & Partner University Application
PART 4	Course Transfer Procedures & Documents
PART 5	Contact OIP

[Global Exchange](#)

[Frequently Asked Questions](#)

Application Process

1

How can I apply to Global Exchange?

The applications are made online on OIP's [KUAPP](#) system. Students who are applying for the first time must make a Preliminary Application and then select the Exchange program type they would like to apply.

2

When can I go and when should I apply?

There are three application rounds in every academic year for Global Exchange. If students would like to go on exchange in the fall semester of the following academic year, they must apply in our first round of applications, which opens in October. The second and third rounds of applications are opened in April and July, respectively, only to go on exchange in the spring semester. Please visit our [Application & Selection Calendar](#) for specific dates.

3

How many semesters can I participate in Global Exchange? Can I apply for one year?

Students can participate in Global Exchange for a total of two semesters (i.e Bachelor, Masters, PhD). OIP places students for one semester and the students can extend their Global Exchange from Fall to Spring if their host university and OIP approve this extension. The procedure and timeline to place this request is explained [here](#).



Application Process

4 How many times can I participate in the Global Exchange Program? Is there a limit to it?

There is no limit to the Global Exchange participation. Students can participate in the program multiple times if they can plan their academic path carefully and if they get approval for their exchange courses to be transferred without any issues. It must be noted that students who have participated in the program receive -10 points in their future applications.

5 Can I apply from my Double Major?

Yes, students can apply from their double major or their major, but they cannot apply from both or have double application in one application round.

6 Which documents do I need to complete my application?

Students must upload their most recent transcript, their language scorecard and a photo to complete their application. Students must be careful about uploading their transcript as a PDF file, including all the pages of the transcript. **Course history screenshots will not be accepted!**



Application Process

7

What are the GPA requirements for applying to Global Exchange? Am I eligible to apply?

Undergraduate students must complete at least two semesters and postgraduate students must complete at least one semester at their departments to be eligible for application. Minimum GPA requirements for the application are 2.50/4.00 for undergraduate students and 3.00/4.00 for graduate students. In order to be able to apply to a specific partner university, the student must satisfy all requirements specified by that partner (such as language, GPA, etc). Therefore, students are required to check partner university requirements before application. More information about the application process and a demonstrative video for the application can be found [here](#).

8

What language score do I need to apply?

With the recent update on language requirements, Koc University English Proficiency Exam (KUEPE) results will also be accepted and students will be able to apply for the program using their expired language scorecards as well. The minimum required scores for Global Exchange applications are:
Koc TOEFL:550, TOEFL IBT: 80,
IELTS 6.5 and KUEPE: 60

9

Where can I find the universities I can go with the Global Exchange Program?

Students can find a range of universities and filter their faculties and departments using our [Institutional Partners List](#) and check the specific partner profile pages for further information on courses offered, semester dates, courses offered etc. Students cannot go on Global Exchange if an institution is not listed among our institutional partners.

10

How does OIP do the selection for Global Exchange? How is my placement score calculated?

Students' placement scores are calculated as: %75 of student's CGPA + %25 of language score. Students are ranked based on their placement scores and partner university quotas for specific department/departments.



Application Process



11

How can I know which universities accept KUEPE and which ones will require a valid TOEFL/IELTS score?

OIP will announce a list of universities at the beginning of the Global Exchange Applications. Students must check KU Daily announcements, OIP's website and Institutional Partner List to see which universities can accept KUEPE and which universities require a TOEFL/IELTS score

Back to top



12

How many universities I can list in my preferences?

Students can list up to 6 preferences while completing their application. We ask our students to list alternative destinations in case their placement university quota will be used for students with higher scores



13

How can I contact my Exchange Coordinator?

The list of Departmental Exchange Coordinators can be found [here](#). Please contact your Exchange Coordinator after doing your research on possible partner institutions and a possible list of courses you would like to take on your exchange semester. These coordinators will also be responsible for approving and signing your Global Exchange documents once you are selected.



Application Process

14

What should I do after I complete my application on kuapp? How and where can I access the placement results?

OIP will announce the placement results on Global Exchange > [Placement Results](#) section. Please visit our Application & Selection Calendar to see the specific dates. The students will also be communicated via e-mail, with information on further steps of their Global Exchange procedures.

15

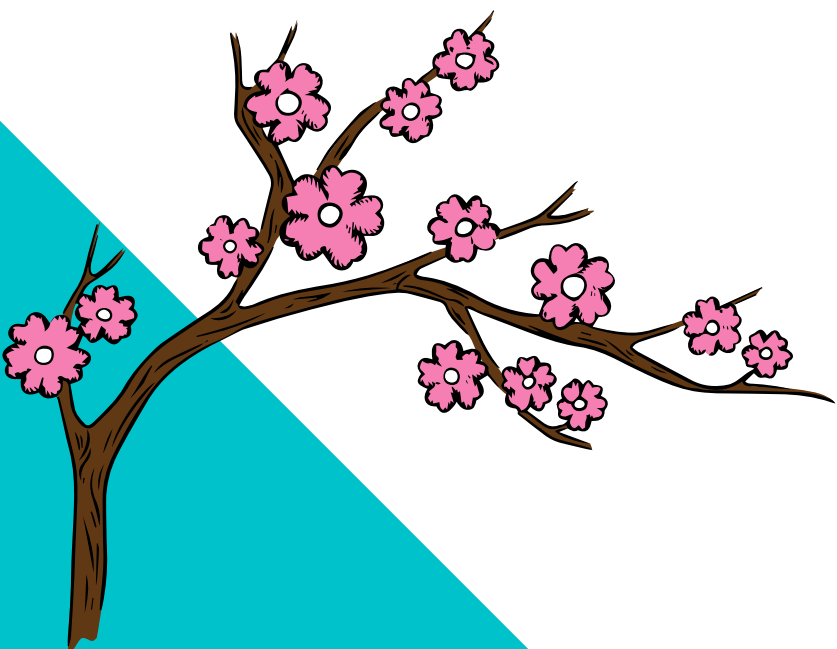
Can I apply to Erasmus+ and Global Exchange programs at the same time, for the same semester?

Students can apply to Erasmus+ and Global Exchange Programs only for different semesters of one academic year. Students cannot have two active applications from Erasmus+ and Global Exchange programs for the same semester. They must cancel their active application to apply to another program for the same semester.

16

Does my Global Exchange application affect my Erasmus+ placement score?

No, Erasmus+ and Global Exchange applications are evaluated separately and do not affect each other's placement scores.



Global Exchange Scholarship



1

Where can I find information about the Global Exchange Scholarship?

At the bottom of OIP's Global Exchange e-mail and KU Daily announcements, there will be detailed information about the Global Exchange Scholarship. Students can also find more information on the scholarship on our [website](#).

2

How do I apply to the Global Exchange Scholarship?

There is a separate application process for the Global Exchange Scholarship. More information can be found [here](#) and in our e-mail and KU Daily announcements.

3

How can I know if I am eligible to receive the scholarship?

The eligibility criteria can be found [here](#). You can contact the Scholarships Office for more information.

Global Exchange Scholarship

4

Can Anatolian Scholarship students apply for this scholarship?

Yes, they can apply for the Scholarship and they must also provide the list of documents required by the Scholarships Office.

6

In which cases I must refund the scholarship?

Students must refund their scholarships if their exchange GPA is below 2.50/4.00 or in case they cancel their exchange program after receiving the scholarship payment.



5

How is the payment process for the scholarship?

Students receive their scholarships (in TL) once they complete their documents before their Global Exchange semester. Provided that students have submitted their "Before Mobility" documents to OIP, they will normally receive payment in early/late July for the Fall Term, and in early/late October for the Spring Term.



7

Are there any other scholarship/funding opportunities for students attending Global Exchange program?

Partner institutions or partner countries occasionally have their own scholarship opportunities. If there are such opportunities offered by our partners, OIP will forward any information to you or provide this information on the partner profile pages.

After Placement & Partner University Application



1

What is the next step if I get selected? What should I do after the results are announced?

Students must submit their commitment letters within the given time to let OIP know about their participation decision. OIP will take students' commitment letter into the records and nominate these students to their partner universities. Partner universities will contact nominated students and inform them of the application procedures for their institution. If students do not submit their commitment letters within the given period, their participation will automatically be cancelled.



2

What happens if my status is indicated as "Substitute" on the placement results? What should I do?

Being substituted means that the quota was used by students with higher placement scores. If the selected students choose to cancel their program within the commitment letter submission period, OIP will use the quota to place the substitute students. These students will be informed individually about their placements after the commitment letter submission deadline.



3

What happens if I decide to change my exchange semester?

Students who are selected for Fall Semester can defer their exchange period to Spring, provided that their host university approves this deferral. Students who are selected for Spring cannot change their semesters to Fall if the nomination and application deadlines are passed.

[Back to top](#)





After Placement & Partner University Application

4

What should I do if I decide to cancel my Global Exchange participation?

After being selected, students are given usually around two weeks to decide whether they would like to participate in the program or not. If students cancel within the given period, there is no penalty. However, if students decide to cancel their Global Exchange after the given period, a 10-point deduction will be made on the student's next Global Exchange application. Students who wish to cancel their Global Exchange must fill in and submit the cancellation petition, which can be found on our website.

5

Is there an orientation session before I go?

Yes, OIP organizes pre-departure orientations to inform outgoing students about their exchange procedures and responsibilities. Pre-departure orientations for Fall semester take place in May, whereas pre-departure orientations for Spring semester take place in October. Specific dates of these orientation sessions are announced to the students after their placement.

6

What does "being nominated" mean and what are my responsibilities if I get selected?

After the placements are complete, the students will then be nominated by OIP to their exchange universities. The students will be responsible for completing their second phase of application (Application to host university) by providing the required document until the deadline. Please find our partner universities' application requirements on their websites or in their fact sheets for more information. Fact sheets can be found on partner profile pages.

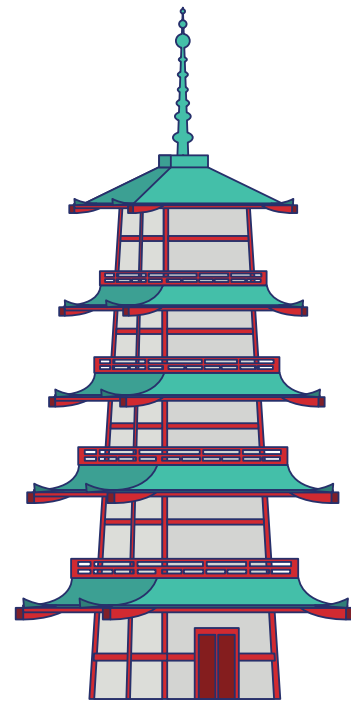


After Placement & Partner University Application

7

What happens if my host university rejects my application?

If students do not meet our partner university's application requirements, partner universities might reject the students' applications. In that case, we try to place our students in their other preferences, depending on the availability of quota.



6

8

Does OIP provide any services in terms of visa, insurance or accommodation?

No, students are responsible to make the arrangements for their visa application, insurance and accommodation. Each country and partner institution might have their own visa, insurance and accommodation procedures. We ask our students to follow their host university's guidelines, pay attention to the relevant country consulate's rules and regulations for these arrangements.



Important Note: If students' exchange programs are cancelled due to Covid-19 restrictions, governmental and institutional decisions prohibiting physical travel to the exchange destinations, students will not be subject to the 10-point deduction in their future applications.

Course Transfer Procedures & Documents

1

Which documents do I have to submit before I start my Global Exchange Semester?

Students can find all required Before Mobility documents on our [website](#). Detailed information about these documents and how to prepare them will be given at our pre-departure orientation sessions.



2

How can I plan and select the courses I will take on during Global Exchange?

Partner universities often share a tentative course list on their incoming exchange webpages and in their fact sheets. Students must consult their Exchange Coordinators at their departments and select their courses with their coordinators' approval.

3

How many credits or courses should I take during my exchange?

Students must select at least three courses at their host university at the beginning of their exchange Semester. Students must pay attention to the partner universities' course list, where the credits for each course will be indicated. Students should consult their faculties and Exchange coordinators for KU credit conversions. For more information about the required course load, please visit our [website](#).



Course Transfer Procedures & Documents



4

Can I make changes to the courses I selected before the exchange semester? What happens if I decide to withdraw from one course?

Yes, students are free to make changes in their course plan. However, all changes must be consulted to the Departmental Exchange Coordinator and required documents to indicate these course changes (add/drops) must be submitted to OIP upon making the changes. For more information, please visit [here](#).

5

Do I need to submit any documents while I am on exchange?

If there are course changes in a student's course plan after starting the exchange semester, Course Equivalency Form's During Mobility section must be filled, signed and submitted to OIP during the exchange period. If there are no course changes, students do not have to submit any documents during their exchange, they must only submit the documents upon completing their exchange.



6

Can I cancel my exchange after I start my exchange semester?

Students may cancel their Global Exchange at any stage of their exchange period by submitting their cancellation petition (can be found on our [website](#)). However, if students cancel their exchange after the course enrolment period at their home university, they might not be able to select courses for that semester. Cancellations after the "Commitment letter submission period" will result in a 10-point deduction in students' next applications.

Course Transfer Procedures & Documents

7

Which documents do I need to submit after I complete my exchange semester?

Students must complete all required After Mobility documents on our website upon completing their Global Exchange Semester.

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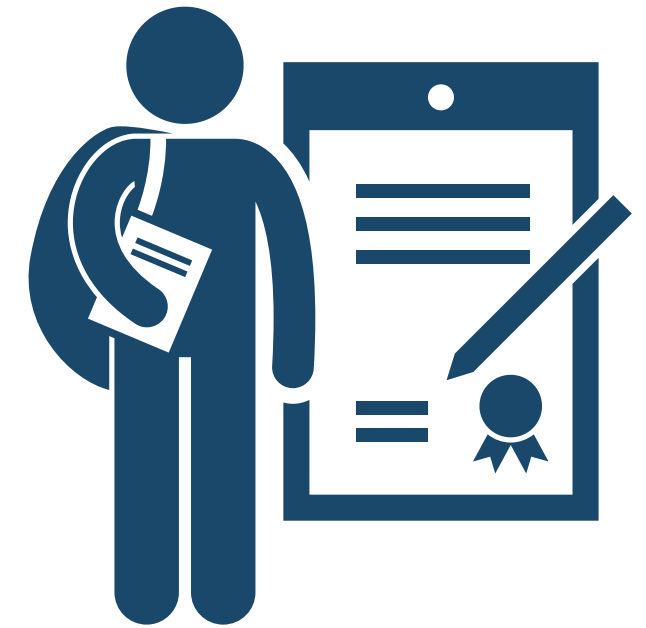
How can I access the copies of all the paperwork that I need to submit to OIP?

Students can find the draft versions of the documents on our Global Exchange website's [Useful Documents](#) section

9

Do I have to transfer my courses? What if I fail a course during my exchange? How can I transfer my courses after I complete my exchange semester?

After their exchange semester is completed, students should follow up their course transfer procedures. Exchange transcripts must be submitted to their faculty to start the course transfer procedures. Students can choose to transfer their credits or grades if their exchange GPA is higher than 2.00. If the exchange GPA is lower than 2.00, all courses must be transferred with their grades.



Contact OIP

1

How can I contact OIP if I have further questions?

Students can send their questions and requests to outgoing@ku.edu.tr. 

We kindly ask our students to contact us after reading the information on our website and the FAQ document

2

Does OIP have office hours so that we can talk about the Global Exchange process and ask our questions?

Students can book an appointment with our outgoing advisors through Global Exchange > [Contact](#) section to discuss any questions they might have about exchange programs.



3

Does OIP hold any info sessions or Q&A sessions for students?

Yes, OIP holds info sessions for every exchange program including Global Exchange during the application period for each program. The specific dates and times of the info sessions/Q&A sessions for Global Exchange will be announced via e-mail and KUDaily when the applications start.

