

 <b>KOÇ UNIVERSITY</b>	<b>KOÇ UNIVERSITY PROCEDURE FOR INTERNATIONAL BLENDED INTENSIVE PROGRAMS</b>	Date : 14.12.2021 Update Date : 22.04.2022 Update No : 01 Responsible Unit :OIP Page : 1 / 5
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## **KOÇ UNIVERSITY PROCEDURE FOR INTERNATIONAL BLENDED INTENSIVE PROGRAMS**

### **1. PURPOSE**

The purpose of this procedure is to regulate the principles of Koç University International Blended Intensive Programs.

### **2. SCOPE**

The relevant procedure covers all students of the University and all administrative and academic personnel responsible for the implementation of the procedure.

### **3. REFERENCES**

None.

### **4. Responsible Parties**

**4.1.** The Office of International Programs (OIP) shall be responsible for preparing and updating this document.

**4.2.** The Office of International Programs (OIP), the relevant department Director and the staff are jointly responsible for ensuring the implementation of this document.

### **5. DEFINITIONS**

#### **Blended Intensive Program (BIP)**

The new Blended Intensive Programs offered under the Erasmus+ 2021-27 period are short and intensive training programs that use innovative teaching methods, including online cooperation.

These programs may include problem and solution-oriented learning, in which multinational and multidisciplinary groups collaborate to solve problems connected to the United Nations sustainable development goals or other social problems identified by regions, cities, or firms. Blended intensive programs should provide added value compared to the courses and trainings already offered by participating higher education institutions. These programs can span multiple years.

Through a new and flexible mobility format that combines physical mobility with online education, Blended Intensive Programs aim to reach students from all fields of study and levels of education and with different cultural, social, and economic backgrounds.

## 6. BASIC PRINCIPLES

**6.1** Higher education institutions may organize short-term BIPs for students and staff, which include learning, teaching, and educational activities. These programs involve student groups or staff participating in short-term physical mobility integrated with a mandatory virtual component that allows collaborative online learning and teamwork. This virtual component should bring participants together online to simultaneously and collaboratively complete certain tasks/assignments integrated into the BIP, and it should contribute to the learning outcomes of the program.

**6.2** Higher education institutions can create an BIP with a partner higher education institution that has an ECHE from at least two program countries. A BIP can be created for a minimum of 15 to a maximum of 20 participants from at least 3 higher education institutions with a resident ECHE in the program countries, one of which is the coordinator.

**6.3** BIPs may be open to students and staff of higher education institutions outside of the partnership. These programs aim to strengthen the capacity to develop and implement innovative educational and training methods in participating higher education institutions.

**6.4** The physical activity component can last from 5 to 30 days. There are no eligibility criteria concerning the duration of the virtual component.

**6.5** The physical activity can be carried out at the host higher education institution or anywhere in the country where the host institution is located.

## 7. METHOD

### **The Method of Creation and Approval of BIPs:**

- 7.1** BIPs can be developed under the coordination of KU academic staff, or they can be developed under the coordination of KU partners.
- 7.2** BIPs can take place at any point of the Fall, Spring, and Summer semesters.
- 7.3** The faculty member in charge of the BIP shall first present its contents at the College Board meeting. Once approved by the Faculty Board, this shall be submitted to the approval of the Academic Council.
- 7.4** Once the Academic Council approves the BIP, the college shall communicate the information to the Registrar, who shall assign a course code to the BIP, and make it available on KUSIS.
- 7.5** At least 3 ECTS credits should be given to students within the scope of blended intensive programs.

### **Application and Registration of Koç University Students to BIP:**

- 7.6** The call for KU students to apply for BIP shall be made by the OIP within the academic year.
- 7.7** The calls for application can be made at any time during the academic semester.
- 7.8** Applications shall be received online by the OIP.
- 7.9** The application criteria shall be as follows:
  - 7.9.1** KU undergraduate students shall be required to have a minimum GPA of 2.2, while graduate students shall need a minimum GPA of 2.5.
  - 7.9.2** Applicants need to have a document indicating their level of English proficiency and have the specified minimum score for the examination. (TOEFL IBT 80, IELTS 6.5, KUEPE 60, TOEFL PBT 550, TOEFL ITP 550, Koç TOEFL 550, PTE Academic 67. As a certificate of English language proficiency, Master's and Doctoral program students can submit a GRE Verbal Reasoning minimum score of 135, and GMAT Verbal Session score minimum of 15.).

- 7.9.3 The application scores of the students shall be calculated based on 50% GPA+ 50% English proficiency exam result (100-point system).
- 7.9.4 An additional 10 points shall be provided to students who have not previously participated in Erasmus+ (KA131, KA171), Global Exchange, and Summer Exchange programs.
- 7.9.5 Students with disabilities, who submit supporting documents during the application, shall be provided with an additional 10 points.
- 7.9.6 5 points shall be deducted from students who have previously participated in the BIP.
- 7.10 Since the BIPs shall be held during the semester, students can take a BIP within their normal course load and if they meet the necessary conditions within the framework of course overload. The total number of courses to be taken (BIP and KU courses) cannot exceed the total number of courses that a student is allowed to take in a given semester. Students who do not have the right to take courses above the normal course load shall be required to write a petition to the related council if they have a request in this regard. Students who receive a favorable response to their petition shall need to declare this in their application.
- 7.11 Students shall be ranked according to the score they have received. In case their total scores are equal, students are ranked from highest to lowest according to their GPA. If GPAs are equal, students with seniority are prioritized (if this situation occurs between an undergraduate and a graduate/post-graduate student, priority is given to a student who has spent more semesters at KU). In case an applicant does not have a GPA yet because he/she is in her first semester at KU, the graduation GPA from his/her previous school is taken into consideration.
- 7.12 The OIP shall communicate the relevant list of selected students to the Registrar in order to add the BIP onto the course schedules of the selected students.
- 7.13 At the end of the program, the KU faculty member in charge of the program shall enter the BIP assessment grades of the KU students onto KUSIS.
- 7.14 If they participate in this program, students who pay tuition fees at KU shall pay their tuition fees to KU. They shall not pay an additional program fee for attending BIP

#### **Grants to Koç University students upon participation to BIP**

- 7.15 For BIPs coordinated by a partner institution and where the face-to-face component is to take place in the country of the partner institution, depending on the availability of the Erasmus+ KA131 project budget, it shall be possible to make the daily grant payments determined stipulated in the Erasmus+ rules to a number of KU students to be determined in advance by the OIP. Information on this issue and the terms of grant shall be announced to the participants by the OIP.
- 7.16 KU students, other than those eligible for an Erasmus+ KA131 grant under the quota announced by the OIP, are required to cover the program costs incurred within the framework of physical mobility under the BIP.

### **8. ATTACHMENTS AND RECORDS**

None.

### **9. REVISION**

The responsibility for reviewing and updating this procedure rests with the Office of International Programs. The revision shall be carried out annually in accordance with the needs determined.

### **10. CHANGE/DISTRIBUTION/APPROVAL TABLE**

Page changed	Date	Change made	Change made by
	December 14, 2021	New Publication	Office of International Programs
	April 22, 2022	Added TOEFL ITP 550, PTE Academic 67 to article 7.9.2.	Office of International Programs
	April 22, 2022	Subtracted article “7.11. The application scores of the students shall be calculated based on 50% GPA+ 50% English proficiency exam result (100-point system).”	Office of International Programs
	April 22, 2022	Updated article “7.12. Students shall be ranked according to the score they have received.” as 7.12. Students shall be ranked according to the score they have received. In case their total scores are equal, students are ranked from highest to lowest according to their GPA. If GPAs are equal, students with seniority are prioritized (if this situation occurs between an undergraduate and a graduate/post-graduate student, priority is given to a student who has spent more semesters at KU). In case an applicant does not have a GPA yet because he/she is in her first semester at KU, the graduation GPA from his/her previous school is taken into consideration.	Office of International Programs

<b>Distribution (Relevant Units)</b>
All Units of Koç University

Approval:	Approval of Validity:
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