

Step by Step LP

STEP 1

2015/2016 AKADEMİK YILI ACADEMIC YEAR: 20__/20__	<input checked="" type="checkbox"/> GÜZ DÖNEMİ FALL TERM	<input type="checkbox"/> BAHAR DÖNEMİ SPRING TERM	<input type="checkbox"/> GÜZ/BAHAR DÖNEMİ FALL/SPRING TERMS
Öğrencinin Adı-Soyadı Student's Name-Surname	Student Example		
T.C. Kimlik Numarası Identification Number	11100011000		
Yükseköğül/Fakülte/Enstitü College/Faculty/Institute	Faculty of Education		
Bölümü Department	English Language Teaching		
Gidilecek Yükseköğretim Kurumu Host Institution	Kyungpook University		

The first step is to write the academic year at the appropriate position in the LP and tick the relevant box about the semester. At next the students should complete the information requested about name-surname, ID-number, faculty-department and name of the host university.

STEP 2

DERS PROGRAMI (STUDY PROGRAMME)							
	Gidilen Üniversitede Alınacak Dersler Courses at the Host University			Gönderen Üniversitede Sayılacak Dersler Courses at the Home University			
	Kodu Code	Dersin Adı Course Name	Kredi Credit	Kodu Code	Dersin Adı Course Name	Kredi Credit	
1	CLTR131	Understanding of Eng. Literature	3	İNÖ204	İngiliz Edebiyatına Giriş II	4	
2	ENGL350	English Syntactic Structure	3	İNÖ214	Linguistics II (Dilbilim II)	4	
3	ENGL231	Elementary English Grammar	3	İNÖ216	Grammar Teaching	4	
4	TCHR664	Materials in Eng. Textbooks	3	ÖMB212	Materyal Tasarımı	4	
5	GERL301	Eng. Pronunciation and Vocabulary	3	İNÖ215	Lexicology (Sözcük Bilgisi)	4	
6	ENGL421	English Drama	3	İNÖ414	Şiir ve Estetik	3	
7	GERL455	German Culture2	3				
8							
9							
	Toplam Kredi (Total Credits)			21	Toplam Kredi (Total Credits)		23

Step 2 is to write the courses of home university, course code, course credit and total credit number at the appropriate position in the study programme. At next students write the courses of Host University and match this courses with courses of Home University. The match based on total credit number, that's why the course number do not necessarily the same. But it's important to show clearly at the study program which courses of Home University are matched with which courses of Host University. The

student's sign up for all courses for which they are already responsible at the semester concerned. It is important that the difference between the total credits from Home and Host University is not very significant.

STEP 3

Öğrencinin İmzası: Student's Signature	<i>Öğrenci Örnek</i>	Tarih Date	<u>12/07/2015</u>
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By signing this agreement, the student confirms that he would be choice the courses at the LP.

STEP 4

GÖNDEREN KURUM: Ongörülen ders programının/öğrenim protokolünün uygun olduğunu onaylıyoruz. HOME INSTITUTION: We hereby confirm that the above mentioned schedule/study programme is approved.		
Bölüm Başkanı Adı/Soyadı (Head of Department) Name/Surname	Birim Koordinatörü Adı/Soyadı (Unit Coordinator) Name/Surname	Kurum Koordinatörünün Adı/Soyadı (Institutional Coordinator's Name/Surname)
<i>Bölüm K.</i> İmza (Signature)	<i>Birim K.</i> İmza (Signature)	<i>Kurum K.</i> İmza (Signature)
Tarih (Date) <u>12/07/2015</u>	Tarih (Date) <u>12/07/2015</u>	Tarih (Date) <u>12/07/2015</u>

By signing the LP; Head of Department, Unit Coordinator and Institutional Coordinator accept the choice of the student.

STEP 5

KABUL EDEN KURUM: Ongörülen ders programının/öğrenim protokolünün uygun olduğunu onaylıyoruz. HOST INSTITUTION: We hereby confirm that the above mentioned schedule/study programme is approved.	
Birim (Fakülte/Enstitü/Y.Okul) Koordinatörünün Adı/Soyadı Unit (Faculty/Institute/ College) Coordinator's Name/Surname	Kurum Koordinatörünün Adı/Soyadı (Institutional Coordinator's Name/Surname)
<i>Birim K.</i> İmza (Signature)	<i>Kurum K.</i> İmza (Signature)
Tarih (Date) <u>30/07/2015</u>	Tarih (Date) <u>30/07/2015</u>

By signing the LP; Unit Coordinator and Institutional Coordinator of Host University accept the choice of the student. First of all the student send the scanned version of the LP and after that the original version by post. In Situations, who the documents are not be deliver in full or not on time, the scholarship must be pay back.


STEP 6

DERS PROGRAMINDA YAPILACAK DEĞİŞİKLİKLER (Sadece gerekli olduğunda kullanınız!)
CHANGES TO ORIGINAL LEARNING PROTOCOL (Use only if necessary!)

Gidilen Üniversitede Alınacak Dersler Courses at the Host University			Gönderen Üniversitede Sayılacak Dersler Courses at the Home University			
Öğrenim Protokolünden Silinecek Dersler (Courses to be dropped from Learning Protocol)						
Kodu Code	Dersin Adı Course Name	Kredi Credit	Kodu Code	Dersin Adı Course Name	Kredi Credit	
1	CLTR131	Understanding of Eng. Literature	3	İNÖ204	İngiliz Edebiyatına Giriş II	4
2	ENGL350	English Syntactic Structure	3	İNÖ214	Linguistics II (Dilbilim II)	4
3						
4						
5						
6						
Toplam Kredi Total Credits		6	Toplam Kredi Total Credits		8	
Öğrenim Protokolüne Eklenecek Dersler Courses to be added to Learning Protocol						
Kodu Code	Dersin Adı Course Name	Kredi Credit	Kodu Code	Dersin Adı Course Name	Kredi Credit	
1	GERL331	German Conversation1	3	İNÖ126	Sözlü İletişim Becerileri II (ING)	4
2	GERL422	German Poetry	3	İNÖ252	Lirik Şiir (ING) (ING)	3
3						
4						
5						
6						
Toplam Kredi Total Credits		6	Toplam Kredi Total Credits		7	

During the Mobility, If student need to change his/her courses, the student must use 2. Page of Learning Protocol. First table is for deleting courses. Second table is for adding courses.

STEP 7

Öğrencinin İmzası: Student's Signature: 	Tarih: <u>12/08/2015</u> Date
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Student must sign here to confirm for changes.

STEP 8

GÖNDEREN KURUM: Öngörülen ders programının/öğrenim protokolünün uygun olduğunu onaylıyoruz. HOME INSTITUTION: We hereby confirm that the above mentioned schedule/study programme is approved.		
Bölüm Başkanı Adı/Soyadı (Head of Department) Name/Surname <i>Bölüm K.</i> İmza (Signature)	Birim Koordinatörü Adı/Soyadı (Unit Coordinator) Name/Surname <i>Birim K.</i> İmza (Signature)	Kurum Koordinatörünün Adı/Soyadı (Institutional Coordinator's Name/Surname) <i>Kurum K.</i> İmza (Signature)
Tarih (Date) <u>12/08/2015</u>	Tarih (Date) <u>12.08./2015</u>	Tarih (Date) <u>12.08./2015</u>

This table is for confirmation of Home Institution for Changes. We recommend students to take signatures before come to Turkey.

STEP 9

KABUL EDEN KURUM: Öngörülen ders programının/öğrenim protokolünün uygun olduğunu onaylıyoruz. HOST INSTITUTION: We hereby confirm that the above mentioned schedule/study programme is approved.	
Birim (Fakülte/Enstitü/Y.Okul) Koordinatörünün Adı/Soyadı Unit (Faculty/Institute/ College) Coordinator's Name/Surname <i>Birim K.</i> İmza (Signature)	Kurum Koordinatörünün Adı/Soyadı (Institutional Coordinator's Name/Surname) <i>Kurum K.</i> İmza (Signature)
Tarih (Date) <u>12/08/2015</u>	Tarih (Date) <u>12/08/2015</u>

This table is for taking signatures from Anadolu University Departmental Coordinator and Institutional Coordinator.

