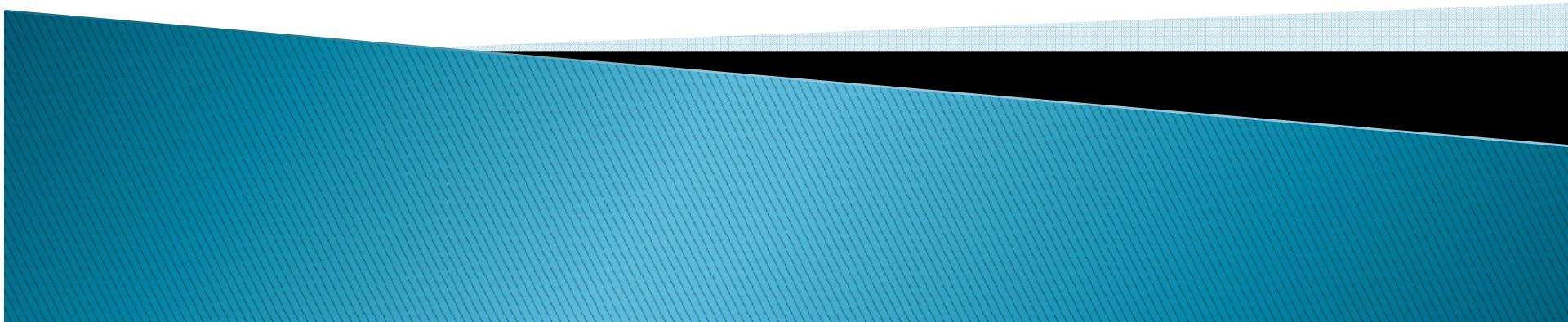


Etiket Başvuruları

İlyas Ülgür
8 Nisan 2010
İzmir

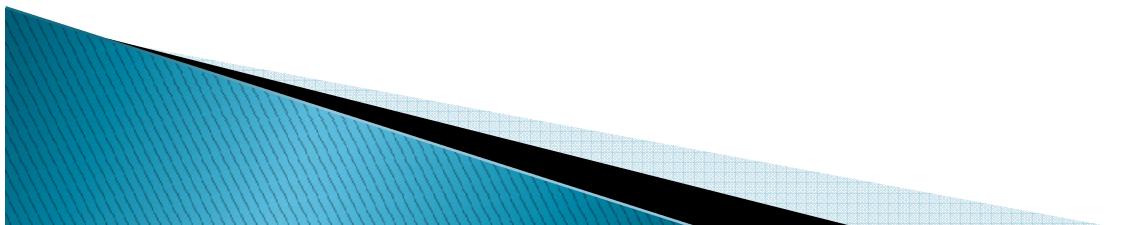


DE Etiketi

SECTION 2 - DOCUMENTS REQUIRED

Please tick all applicable boxes¹ below:

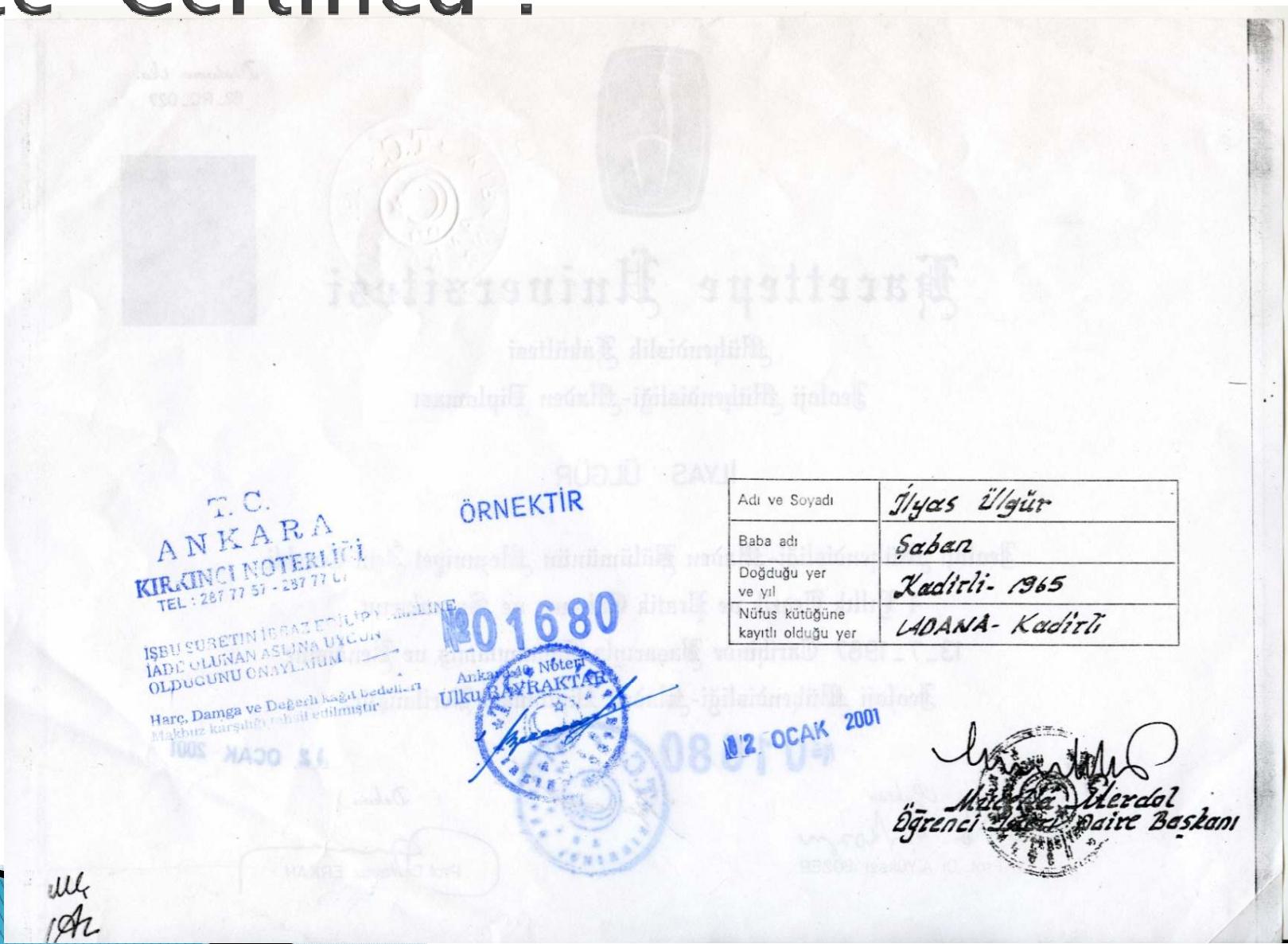
This application form contains various references to “certified copies”. Certification is to be given by means of one official stamp, signature and date of the applicant institution (per each DS copy provided).



“Aslının Aynıdır” veya “Certified Copy”



İşte “Certified”!



Şikayet:

Dear Ms Katia de Sousa

I am writing from xxxx University, Turkey. We applied for Diploma Supplement Label at our (Turkey) Erasmus National Agency in Ankara for period 201–2013. Attached application form includes four certified copies Diploma Supplement has been submitted to the Erasmus National Agency.

The Erasmus National Agency has rejected our application with the following comment:

I.A Submission of the application

6. Four certified copies (signed, dated and stamped) of original, authentic DS, which were issued to students who have graduated from the applicant institution, are enclosed: NO

We asked the Erasmus National Agency for the reason of NO. They say the Examples of Diploma Supplement issued are not signed, dated and stamped.

However as seen form the attached files our four examples of certified copies of Diploma Supplements have been signed, dated and stamped. We have prepared our Diploma supplement based on Guidelines for Application (ECTS and DS Labels) published by the European commission.

We are kindly asking you to forward our application form and enclosers to your expertise to examine for any problems. If it is needed pleas let me know that I will also send a copy of the document by regular mail to your address.

It is also will be a good opportunity for us if the European commission gives the option to apply for DS and ECTS labels to the commission directly.

I would like to thank you in advance to consider our case.

Cevap:

Dear Dr xxxx,

Thank you for your email with attachments.

We have looked into the case reported by you and have also been in contact with the LLP/Erasmus coordinator at your National Agency.

We note from the information provided to us that the copies of Diploma Supplements submitted with your application were signed, stamped and dated in section 7 as required for the issue of the Diploma Supplement.

However, the submitted copies were not separately certified as required for the purpose of the submission of a Label application. The application form, page 4 states that 'Certification is to be given by means of one official stamp, signature and date of the applicant institution (per each DS copy provided)'.

Yours sincerely,

Misia Coghlan



SECTION 2 - DOCUMENTS REQUIRED

Please tick all applicable boxes¹ below:

This application form contains various references to “certified copies”. Certification is to be given by means of one official stamp, signature and date of the applicant institution (per each DS copy provided).

Please note that applications that are incomplete and which do not provide all the information requested in the application form together with the required paper versions of duly completed, signed and certified copies of the Diploma Supplement as specified in 2.1 below, will be considered ineligible.

2.1 Examples of Diploma Supplement issued

Diploma Supplements must respect the model checklist given in annex 1 and the explanatory notes given in annex 2.

Please note that **no originals** of Diploma Supplements should be submitted with the application, but certified copies. If it is necessary to satisfy data protection requirements the Diploma Supplements may be anonymised.

The following documents have to be provided in order to allow the assessment of the application for a Diploma Supplement label:

- Paper versions of completed, signed and certified Diploma Supplements.
- Issued by the applicant institution in 2008 or 2009 (up to 15 January 2010).

¹ To tick the boxes on the forms, please double-click on the box. First a window will appear, then choose the 'checked' option.

Diploma Supplements must be provided for:

1. Two students in different subject areas after completion of their first cycle studies

AND

2. Two students in different subject areas after completion of their second cycle studies

OR

One student after completion of his or her second cycle studies and one student after completion of his or her third cycle studies.

Applicants must ensure that four Diploma Supplements are provided in total.

Only in the event that the applicant institution has only a one cycle programme, Diploma Supplements must be provided for:

- Four students after completion of their studies in different subject areas.

Only in the event that the applicant institution has less than four subject areas, Diploma Supplements must be provided for:

- Four students after completion of their studies in all subject areas available at my institution.

2.2 Confirmation

I confirm that:

- The paper versions comply with the Diploma Supplement model checklist given in annex 1 and the explanatory notes given in annex 2.
- All students of the applicant institution receive a Diploma Supplement automatically and free of charge upon graduation. ('Automatically' meaning that the student is not required to make a request for the Diploma Supplement).
- The Diploma Supplement is issued in a widely spoken European language and, if so wished, in another language.
- All the examples of Diploma Supplements included in this application are certified copies of original, authentic Diploma Supplements, which were issued to students who have graduated from the applicant institution.