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Central Finance and Contracts Unit  
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**2020-2021 ACADEMIC YEAR**

**JEAN MONNET SCHOLARSHIP PROGRAMME**

**(Issued by the CFCU on 21 August 2019 with  
deadline of 5 November 2019)**

**CLARIFICATIONS**



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## IMPORTANT NOTICE

The questions received from potential applicants for the 2020-2021 academic year Jean Monnet Scholarship Programme together with their answers can be seen below. These questions and answers are valid for the 2020-2021 academic year Announcement and the questions and clarifications of the previous academic years do not set a precedent for the mentioned academic year.

Most of the questions in this document can be answered by **carefully reading the 2020-2021 academic year Announcement**. Clarifications constitute an essential part of the Announcement; for this reason, the applicants must read the Clarifications document very carefully and pay attention to the details while applying to the scholarship.

Please further note that the replies given to the questions on the eligibility are provided solely for the question asked without consideration of whether the other eligibility criteria stated in the Announcement are fulfilled or not.

<b>1. FOREIGN LANGUAGE PROFICIENCY DOCUMENTS</b>	
<b>1</b>	Q: Which language certificate do we have to submit for the language we selected? C: The valid language certificates required from candidates are the ones listed under the section 3 of the Announcement - Table of Foreign Language Proficiency Certificates.
<b>2</b>	Q: Is it compulsory to submit the foreign language proficiency certificate during the application period? C: Yes. All documents including the foreign language proficiency certificate(s) should be submitted at the latest by 5 November 2019, 17:00 hrs to the address given in the Announcement.
<b>3</b>	Q: Is it possible to send foreign language proficiency certificate which I will receive after 5 November 2019 at a later date? C: No, all documents including the foreign language proficiency certificate(s) should be submitted at the latest by 5 November 2019, 17:00 hrs to the address given in the Announcement.
<b>4</b>	Q: Is ÜDS/KPDS/YÖK-DİL an eligible foreign language proficiency certificate? C: No. Please also see C1.
<b>5</b>	Q: Is YDS/e-YDS an eligible foreign language proficiency certificate? C: As stated in section 3 of the Announcement, YDS/e-YDS proficiency certificates taken on 5 November 2014 and onwards are acceptable only for EU official languages other than English, German, French, Spanish and Italian.
<b>6</b>	Q: In the Table of Foreign Language Proficiency Certificates YDS is accepted for "Other languages". However, it is not clear if YDS/e-YDS are acceptable for English language proficiency. Is YDS/e-YDS is also acceptable for English? C: No. Please also see C1 and C5.
<b>7</b>	Q: What is the situation regarding conditional applications with YDS language proficiency certificate for the 2020-2021 academic year? C: Conditional applications with YDS are not applicable for the 2020-2021 academic year applications. Please also see C2 and C5.
<b>8</b>	Q: What is the validity period of the language certificates? C: As stated under section 2.3.3. bullet 17, the validity periods defined by the institutions that organize these exams are taken into account.
<b>9</b>	Q: TOEFL has started "my best scores" practice which is accepted by host institutions. Can we submit our Jean Monnet Scholarship application with "my best scores"? C: Yes. Please see Corrigendum-I.
<b>10</b>	Q: I have scored 6.5 on the IELTS " <b>General</b> " exam I took on 30 September 2019. Is this a valid document or do I have to take a new exam? C: As stated in section 3 of the Announcement, Table of Foreign Language Proficiency Certificates, IELTS exams type should be " <b>Academic</b> " and this should be explicitly indicated on the document.
<b>11</b>	Q: Is the IELTS requirement minimum 6.5 overall score or 6.5 for each of the modules such as speaking, reading, etc.? C: The IELTS requirement is a minimum overall score of 6.5.
<b>12</b>	Q: Is a DELF B2 certificate obtained in 2015 valid language proficiency document? What is the score requirement? C: The valid language certificates and scores required from candidates are the ones listed under the section 3 of the Announcement - Table of Foreign Language Proficiency Certificates. As stated under section 2.3.3. bullet 17, the validity periods defined by the institutions that organize these exams are taken into account.
<b>13</b>	Q: Are CELTA and DSH valid certificates for English and German respectively? C: Please see C1.
<b>14</b>	Q: Is the French secondary school graduation diploma "Brevet" acceptable as a language proficiency certificate? C: Please see C1.
<b>15</b>	Q: May I apply in Russian language and which language proficiency certificate should I submit? C: No. As stated in section 1.7 of the Announcement, only applications in one of the EU official languages are eligible.
<b>16</b>	Q: Does studying at or having graduated from Departments Foreign Language Teaching, Translation & Interpreting and Linguistics or Literature of a Turkish university provide exemption from submitting a language certificate? C: No.
<b>17</b>	Q: Does completing a preparation class in a Turkish university or studying in/having graduated from a Turkish university having programmes taught in a foreign language provide an exemption from submitting a language certificate? C: No. Please see section 2.3.3 bullet 15 of the Announcement.
<b>18</b>	Q: Do you still require a foreign language proficiency certificate from the applicants who already lived or

	<p>completed an undergraduate/graduate/PhD degree abroad? C: Yes. Please see section 2.3.3, bullet 15 of the Announcement.</p>
19	<p>Q: I have dual nationality, French &amp; Turkish; do I still need to submit a language proficiency certificate for French? A: Yes. Please see section 2.3.3, bullet 15 of the Announcement.</p>
20	<p>Q: Do you still require a foreign language proficiency certificate from graduates of a foreign language medium high school? C: Only some high school degrees for certain languages are accepted. Please refer to section 3 of the Announcement for the subject foreign languages and the required proficiency certificates. For the rest, please see section 2.3.3, bullet 15 of the Announcement.</p>
21	<p>Q: Would an academic applicant be exempted from submitting a foreign language certificate after acquiring an Assistant Professor/Associate Professor title? C: No. Please see section 2.3.3, bullet 15 of the Announcement.</p>
22	<p>Q: Do foreign language certificates obtained as a result of proficiency exams of our university (such as İTÜ) valid documents for application? C: No. Please see section 2.3.3 bullet 15 of the Announcement.</p>
23	<p>Q: Is there a difference for language proficiency certificates within the sectors? C: No. Applicants from all sectors should submit the foreign language proficiency certificates listed under section 3 of the Announcement.</p>
24	<p>Q: Does the foreign language proficiency certificate score have an impact on success ranking? C: No.</p>
25	<p>Q: Within the context of obtaining two acceptance letters from two different EU member countries, can we submit acceptances for Master's programmes in English without submitting an English language proficiency certificate? C: As stated in section 1.7 of the Announcement, the EU official language(s) indicated at the time of application for which proficiency certificate(s) is/are submitted will be the language(s) in which the candidate commits to pursue academic study.</p>
26	<p>Q: Although I have obtained an acceptance letter from a university of an EU member country, my language score does not meet the requirement. Do I have to re-take a language exam? C: Yes. The language proficiency certificates and scores required are listed in section 3 Table of Foreign Language Proficiency Certificates in the Announcement.</p>
27	<p>Q: May I submit my language certificate in language "X" and study/pursue research in language "Y"? C: No. Scholars should conduct their studies in the language which they have submitted a related foreign language proficiency certificate. As stated under the section 1.7 of the Announcement, once the application is submitted, it is not possible to change the selected EU official language(s). In this regard, it is not possible to add another EU official language and to submit the relevant foreign language proficiency certificate after the application deadline. However, during the placement process (i.e. after they are awarded the scholarship), the scholars who indicated two languages, may submit their offer letters for academic programmes conducted in any or both of the languages for which they have submitted the relevant and valid foreign language proficiency certificates during the application process.</p>
28	<p>Q: I am planning to apply in English language and I have a valid TOEFL score. I also want to add French language in my application but I do not yet have a valid French language proficiency certificate. May I include French as a second language and would this qualify me to be placed at a programme in French? C: No. As stated in section 2.3.1 footnote 15 of the Announcement, applicants who indicate two EU official languages in the Application Form should submit the relevant language proficiency certificates for both of the languages.</p>
29	<p>Q: Does the fact that IELTS exams do not have YÖK (Higher Education Council) recognition create problems for the assignment/secondment of public sector personnel? C: The issue of how public employees will be assigned is at the discretion and authorization of the institutions that they are affiliated to.</p>
30	<p>Q: Is there a specific exam centre that I should take the IELTS exam? C: No. Valid foreign language proficiency certificates which meet the minimum scores indicated in section 3 of the Announcement are accepted regardless of the location they are obtained. However, please consider that public institutions may have different criteria for language certificates during the assignment/secondment process.</p>
31	<p>Q: Can our IELTS test result be sent directly from the British Council? C: All documents should be submitted in a sealed envelope by registered mail, private courier service or by hand-delivery to the Central Finance and Contracts Unit latest by 5 November 2019, 17:00 hrs.</p>
32	<p>Q: Do we have to submit the original, printed or photocopy versions of the language proficiency certificates? C: As stated under the section 2.3.1 of the Announcement, the photocopies of all application documents, except for the Application Form and the photograph, are accepted. Internet print out(s) showing the <u>final</u></p>

	result of the foreign language proficiency exam related to the EU official language(s) indicated in the Application Form are also accepted.
33	Q: Are we required to submit an official letter from the relevant institution in addition to the IELTS internet printout? C: No. Internet print-outs showing the <u>final result</u> of the exam are accepted, no additional document is required.
34	Q: Does the photocopy of the language proficiency document have to be approved by the Notary or the related institution as a “true copy”? C: Photocopies and internet print-out(s) of the application documents do not need to have a “notary” or “true copy” approval. Please see C32.
35	Q. Do we have to take all the exams listed in the Table of Foreign Language Proficiency Certificates? C: Applicants are expected to submit only one of the foreign language proficiency certificate, listed in the section 3 of the Announcement, of the EU official language they aim to pursue study in.
36	Q: Would it be a problem if I submit my IELTS score for my application, but my TOEFL score to the university for placement? C: No.
37	Q: I had sent my IELTS result during my application last year and I will re-apply to the scholarship programme this year. Should I request the British Council to send you the same document again? C: All application documents including the foreign language proficiency certificate must be submitted in a sealed envelope by registered mail, private courier service or by hand delivery.
	<b>2. SECTOR</b>
38	Q: I have an undergraduate/graduate degree. Yet, I neither started to work, nor am registered to a Master’s degree/PhD programme. May I apply? C: No. In order to be eligible, applicants should either be working on a professional basis (i.e. under a social security network, in return for a wage) in public sector or private sector or university sector as academic/administrative staff or be senior undergraduate students or master’s/PhD students.
39	Q: Will my scholarship be affected if I resign from my job within the private sector? Or do we have to remain in the same sector? C: As stated in section 2.3.3, bullet 13 of the Announcement, candidates/awardees will not be allowed to change their sectors. Those who applied as employees from the “public or private sector” or as academic or administrative staff from the “university sector” should still be working in that sector once they are notified that they have been awarded a scholarship. In this regard, changes of the institutions will be accepted on the condition that the candidate remains in the same sector.
40	Q: Would it be a problem if a candidate applying from private sector changed his/her workplace but stayed in the same sector during the contracting process? C: No. Please see C39
41	Q: If an applicant from private sector quits or is laid off, does she/he have to find a new job by the contracting period? C: Yes. Please see C39.
42	Q: Which sector should a candidate, who works as a “X” and is also a final year/graduate student at university, apply from? C: Prior opinion/approval cannot be given on the sector from which the applicant should make an application. Applicants entitled to apply from more than one sector (e.g. applicants who are public employees and graduate students at the same time) cannot make more than one application at the same time. These applicants should decide from which sector they will apply by themselves and submit the application documents relevant to that sector accordingly. Please see section 2.3.3, bullet 12 of the Announcement.
43	Q: Which sector should a candidate working in the public sector who is also a final year student apply from based on the fact that the public sector quota is 50% and the university sector is 30%? C: Please see C 42.
44	Q: Which sector should a candidate, who will be working for a law firm apply from? C: Applicants should decide on the sector from which they will be applying according to the legal status and legislation of the relevant institution and the cadre in which they are working and should submit the relevant documents accordingly. Please see section 2.3.3, bullet 11 of the Announcement.
45	Q: As an employee at an International Organisation in Turkey / a Non-Governmental Organisation (NGO)/a Public Economic Enterprise, should I apply from the private or public sector? C: Please see C.44
46	Q: Turkish Airlines is partly a state organisation whereas part of it has gone public; is it considered as a public sector institution? C: Please see C. 44.
47	Q: Which sector should a candidate, who works as a teacher in a private school, apply from?

	C: Please see C 44..
48	Q: Q: Can internships be considered as work experience? C: "Work experience" means the professional work done under a social security network in return for a wage.
49	Q: Which sector should freelance workers apply from? C: As stated in section 2.3.1.2 of the Announcement, applicants who issue an invoice and receives his/her salary within the structure of his/her own firm/company may apply from the private sector and should submit 'the registration certificate to the professional organisations' or 'tax registration certificate' as an employment document, and 'the Social Security Institution registration of the relevant firm/company' or 'service scheme' as an insured employment certificate.
50	Q: As an employee of a private company working within the public sector, which sector should I apply from? C: Please see C44.
51	Q: I am currently enrolled to a graduate programme as a special student. May I apply? C: No. As stated under section 2.2 of the Announcement, those who are enrolled to a graduate programme as a "special student" may not apply.
52	Q: Is it possible for a prep/freshman/sophomore/junior from an undergraduate programme to apply to the programme? C: No. In order to be eligible, applicants should either be working on a professional basis in public sector or private sector or university sector as academic/administrative staff or be senior undergraduate students or master's/PhD students.
53	Q: Can a final year student of a 2-year associate degree programme apply for a scholarship? C: No. Please see section 2.2. of the Announcement.
54	Q: May I apply to the programme as a master's student who suspended his/her programme? C: You may apply so long as you submit all the application documents required as a graduate student from the university sector.
55	Q: As a part-time academician in a private university, may I apply to the programme under private sector category? C: No. Academic or administrative staff in public and foundation universities in Turkey shall apply from the university sector.
56	Q: Would it be a problem if an applicant was enrolled to a Master's degree programme in a university, but was registered to another university after being awarded? C: Please see C39.
57	Q: Would it be a problem for the ones who apply as an undergraduate/graduate programme student to have completed their programmes and graduated after being awarded? C: No. As stated under section 2.6 of the Announcement, awardees who are senior undergraduate students while applying to this Announcement, should submit a Graduation Certificate/Diploma related to their undergraduate programme. Awardees who are graduate students (master's/PhD) while applying to this Announcement, should submit either a Graduation Certificate/Diploma or a Student Certificate (signed and bearing a date later than the request date of the document by the Directorate for EU Affairs) related to their graduate programme.
58	Q: Can an undergraduate final year student who will graduate shortly after 5 November 2019 apply for a scholarship? C: As stated in section 2.1 of the Announcement, applicants who can provide evidence that they are enrolled as a final year undergraduate student at the application stage, may apply. Please also see C57.
59	Q: I am currently pursuing graduate study; would it be a problem if I graduate prior to the written exam? C: No. Please see C57.
60	Q: Can final year students of a double major programme apply for a scholarship? C: Yes. Final year students who can certify that they are enrolled for a major programme may apply. However, those who have graduated from the major programme but still are enrolled to a minor programme may not apply. Please see section 2.2. of the Announcement.
61	Q: I am a senior undergraduate student this academic year and I am attending a double-major programme. I will graduate from my double major programme in January of the 2020-2021 academic year. Therefore, may I apply for the 2021-2022 academic year after graduating from my double major programme? C: As stated in section 2.3.1.3.2 of the 2020-2021 academic year Announcement, senior undergraduate students may apply for the 2020-2021 academic year. The application criteria for the 2021-2022 academic year should be checked when the related announcement is published.
62	Q: Due to insufficient credits, I will appear as a 3rd year student in my transcript document during application. However, I will be a final year student in spring term and graduate in 2020. May I apply? C: Senior undergraduate students may apply to the Scholarship Programme. Prior opinion/approval cannot be given on the adequacy of the application documents. However, you are recommended to submit supporting documents (preferably taken from the university) explaining your situation. Applicants who are applying as senior undergraduate students are required to submit a graduation certificate/diploma during

	the placement period and it is the responsibility of the scholars to submit a graduation certificate/diploma by August 21, 2019.
63	<p>Q: As a final year student, I will have completed all my courses prior to the application date; however, due to my obligatory practical attachment for extra 8 credits, I will graduate in December 2020. Am I eligible to apply?</p> <p>C: As stated in section 2.6 of the Announcement, awardees who were senior undergraduate students while applying to this Announcement, should submit a Graduation Certificate/Diploma related to their undergraduate programme for placement procedures within 2 months after the date they are informed in writing or until 21 August 2020, whichever is later.</p>
64	<p>Q: I am a Turkish citizen currently studying abroad. Can I benefit from the Jean Monnet Scholarship Programme?</p> <p>C: No. As stated under section 2.2 of the Announcement, those who are studying at undergraduate or graduate level (master's or PhD) abroad during the application period cannot apply to the Programme. However, applicants from public sector working in the abroad organizations of their own institutions - e.g. permanent staff at the abroad organizations of Ministry of Foreign Affairs- may apply to the Programme. Besides, those who meet the application criteria and who are currently abroad via short-term exchange programmes -e.g. Erasmus- may also apply to the Programme.</p>
65	<p>Q: I am a Turkish citizen currently working at the overseas office of a Turkish Ministry. Can I benefit from the Jean Monnet Scholarship Programme?</p> <p>C: Yes. As stated under section 2.2 of the Announcement, applicants from public sector working in the abroad organisations of their own institutions may apply to the Programme.</p>
66	<p>Q: I am a Turkish citizen currently pursuing graduate study abroad and at the same time working in the private sector in Turkey. Can I apply to JMSP?</p> <p>C: Please see C64. Those who meet the required criteria and who can submit the required documents of the private sector may apply.</p>
67	<p>Q: Does the fact that my current graduate programme in Turkey is without dissertation disqualify me?</p> <p>C: Students who are enrolled to a graduate programme in a university in Turkey with or without a dissertation may apply, however, as stated under section 2.2 of the Announcement, those who are enrolled to a graduate programme as a "special student" may not apply.</p>
68	<p>Q: Is a certain duration of employment required with regards an applicant who is currently unemployed but who will start working in the private sector prior to the application deadline 5 November 2019?</p> <p>C: No. But, those who applied as employees from the "public or private sector" or as academic or administrative staff from the "university sector" should still be working in that sector once they are notified that they have been awarded a scholarship.</p>
69	<p>Q: Is it a requirement to be working for 3 months prior to August 2020, or should we be working continuously since application stage?</p> <p>C: There is no requirement as "3 months work prior to August 2020". Those who applied as employees from a certain sector should still be working in the same sector once they are awarded the scholarship,</p>
70	<p>Q: Which period should a payroll sheet cover for private sector applicants? For instance, would a payroll by October be sufficient?</p> <p>C: As stated under section 2.3.1.2 of the Announcement, signed and sealed/stamped/QR coded/barcoded or equivalent payroll sheet (bearing a date which is in dd/mm/yyyy or mm/yyyy format and belonging to July 2019 or later) could be submitted.</p>
71	<p>Q: As an additional document, is payroll sheet sufficient as an employment document or am I still to submit an official letter from the workplace?</p> <p>C: As stated under section 2.3.1.2 of the Announcement, applicants from private sector should submit payroll sheet or an official letter from current employer as an employment document. Please also note that applicant should also submit service scheme in addition to the employment document.</p>
72	<p>Q: Can a probationary officer at a public institution apply to the programme?</p> <p>C: There are no restrictions related to the service period/position/title of the public employees among the application criteria of the scholarship programme.</p>
73	<p>Q: Is it possible for a civil servant/contracted civil servant from public sector or a private sector employee or academic staff to continue receiving their salaries while being abroad, or will they be granted leave without pay?</p> <p>C: The issue of how employees will be assigned and how much they will be paid by their institution/organisation is at the discretion and authorization of the institution/organisation that they are affiliated to.</p>
74	<p>Q: Are PhD applicants required to submit consent letters from their employer institution?</p> <p>C: The additional application documents for Academic/Administrative staff are listed under section 2.3.1.3.1 and for PhD students under section 2.3.1.3.3 of the Announcement.</p>
75	<p>Q: I have completed my PhD programme and am currently working part-time at two universities. Do I have to</p>



	<p>submit official consent letters?  C: Yes. Additional documents required from university sector Academic/Administrative Staff are stated under section 2.3.1.3.1. of the Announcement.</p>
76	<p>Q: Does the consent letter / employment document / payroll, service scheme from the employer institution of an applicant have to be translated or is the Turkish version accepted?  C: Documents prepared by the employer in Turkish or in English are accepted.</p>
77	<p>Q: Would a letter signed by the head of section suffice as an official consent letter?  C: As stated under section 2.3.1.1 of the Announcement, the consent letter shall be signed by a superior who has the authorization to approve the applicant's academic study via the Jean Monnet Scholarship Programme in the relevant EU member country when he/she is awarded the scholarship.</p>
78	<p>Q: How can I apply if I am unable to obtain a consent letter from my public sector employer?  C: As stated under section 2.3.1.1 of the Announcement, an applicant from public sector should submit an official consent letter obtained after the publication date of the Announcement from his/her workplace, showing that the applicant makes an application to the Jean Monnet Scholarship Programme for the 2020-2021 academic year within the knowledge of the institution.</p>
79	<p>Q: Do I have to get permission from my workplace which is a public institution about the EU acquis chapter I want to study?  C: Please see C78. As per the Jean Monnet Scholarship Programme principles, there is no need for a review by the employer institution about the selected EU acquis chapter.</p>
80	<p>Q: Will CFCU intervene if our employer institution does not grant us permission/leave when we granted a scholarship?  C: The issue of how employees will be assigned by their institution/organisation is at the discretion and authorization of the institution/organisation that they are affiliated to.</p>
81	<p>Q: As an employee of the municipality, which department of the municipality should issue the consent letter?  C: As stated in section 2.3.1.1, the consent letter shall be signed by a superior who has the authorization to approve the applicant's academic study via the Jean Monnet Scholarship Programme in the relevant EU member country when he/she is awarded the scholarship.</p>
82	<p>Q: How can I access Annex-19 and Annex-20?  C: Annex-19 and Annex-20 are available on the websites of the Central Finance and Contracts Unit (<a href="http://www.cfcu.gov.tr">www.cfcu.gov.tr</a>), the Directorate for EU Affairs (<a href="http://www.ab.gov.tr">www.ab.gov.tr</a>), the Delegation of the European Union to Turkey (<a href="http://www.avrupa.info.tr">www.avrupa.info.tr</a>) and the Jean Monnet Scholarship Programme (<a href="http://www.jeanmonnet.org.tr">www.jeanmonnet.org.tr</a>)</p>
83	<p>Q: I have 36 months of work experience in different employments. Does my work experience from two different sectors meet the requirement?  C: "Work experience" means the professional work done under a social security network in return for a wage. While calculating the min 36-month work experience, all work experiences from different sectors and fields will be taken into account.</p>
84	<p>Q: My undergraduate CGPA is low whereas my current 2-year associate-degree programme scores are high and I am also employed in the private sector. Which sector should I apply from?  C: : Prior opinion/approval cannot be given on the sector from which the applicant should make an application. Please see section 2.1 of the Announcement regarding who can apply. Additionally, those who have a CGPA less than the points given above may apply only on the condition that they have at least 36-month work experience or have completed a graduate programme (master's or PhD). Please also see C53.</p>
85	<p>Q: To which date should an applicant with a CGPA lower than 2.50/4.00 calculate the 36-month work experience?  C: As stated under the bullet 22 of section 2.3.3 of the Announcement, those who have an undergraduate CGPA less than 2.50 out of 4.00 or less than 65 out of 100 points should submit the official document(s) certifying that they have at least 36-month experience by the application deadline.</p>
86	<p>Q: Based on insufficient CGPA, in order to provide evidence of 36-month work experience, are documents from the e-state system acceptable?  C: As stated under section 2.3.3 item 22, the official letter(s) certifying that the applicant has 36-month work experience should be taken from the institution(s) (institution, organisation, foundation, university etc.) in which the applicant worked before and/or has been currently working. The official documents are expected to include the title of the institution(s) worked/being worked at and the duration that the applicant worked.</p>
87	<p>Q: Is it sufficient for the 36-month work experience document to state the employment start date or does it have to demonstrate the duration of work as well?  C: A document demonstrating that the applicant has at least 36 month (i.e. start and end date or duration) work experience until the application deadline is sufficient. Please note that time period spent out of the work, such as; unpaid maternity leave, military service does not count to the actual work period.</p>
88	<p>Q: May I apply from the private sector based on my personal company established this month? Glancing at past years I see major companies listed; is there any condition regarding the length of service or field of the establishment?</p>

	C: Please see section 2.3.1.2 for the documents to be submitted by the applicants. There is no condition regarding the length of service or field of the establishment.
89	Q: Are we expected to graduate from our graduate programme in Turkey before our programme in the EU begins or in May when the winners are determined? C: There is no requirement regarding graduation of applicants who are currently registered for a graduate programme in Turkey in order to pursue study in an EU member country in the 2020-2021 academic year.
90	Q: I completed my undergraduate study in July 2019 and am now registered as freshman on another undergraduate programme. Can I apply for a Jean Monnet Scholarship, or do I have to cancel my freshman registration? C: In order to be eligible from the university sector, applicants should either be senior undergraduate students or master's/PhD students or working as academic/administrative staff at the time of the application
91	Q: I am currently registered to a graduate programme at "X" University in Turkey where we have to take scientific prep classes. May I apply for a Jean Monnet scholarship as a scientific prep student? C: As stated in section 2.1 of the Announcement, those who are registered as graduate students (Master's or PhD programmes) may apply regardless of which year of the study they are in. However, those who are enrolled as a special student for a graduate study may not apply.
92	Q: Could you please confirm that applicants whose service cannot be seen from the Service Scheme can submit Statement of Insured Employment? C: As stated in section 2.3.1.2 of the Announcement, private sector applicants are required to submit a Service Scheme (An official document showing that the applicant is working officially as registered to a social security system). Those who have started to work after 1 July 2019 and whose registered employment cannot be seen from the Service Scheme should <b>also</b> submit Statement of Insured Employment. The mentioned documents could be obtained either from the Social Security Institution or the applicant's current employer institution or the e-state system. These documents should bear a date which is in dd/mm/yyyy or mm/yyyy format and the date should be later than the publishing date of the Scholarship Announcement.
93	Q: Which sector may international organisation employee based in Turkey apply from? Will a document demonstrating payment of individual Bağ-Kur premiums and an official letter from the employer institution as an employment document suffice? C: Prior opinion/approval cannot be given on the sector from which the applicant should make an application. Additional documents required for each sector are listed in section 2.3.1 of the Announcement.
94	Q: I am working at an international organisation based in Turkey and I will apply from the private sector. I am unable to submit a "Service Scheme" document as I am not registered to a social security system. Accordingly, what document should I submit? C: All applicants from the private sector are required to submit a service scheme demonstrating that they are officially registered to a social security system. Applicants who issue an invoice and take their salary within the structure of their own firm/company should submit the "Social Security Institution registration of the relevant firm/company" or "service scheme" as an insured employment certificate, and the registration certificate to the professional organizations' or 'tax registration certificate' as an employment document.
95	Q: I am not registered to the social security system as I am working part-time in a private institution. May I apply with a signed and stamped official letter on headed paper from my employer confirming my employment? C: All applicants from the private sector are required to submit a service scheme demonstrating that they are officially registered to a social security system. Applicants who are able to provide all the required application documents for the sector from which they will be applying may apply to the Programme.
96	Q: My employer did not register me to the social security system as I am working part-time. Thus, I will not be able to provide this document. May I apply with a reference letter that I can acquire from my manager? C: Please see C95.
97	Q: I am currently working part-time. In order to apply to the programme, would it be sufficient to have a part-time insurance in the Social Security System? C: Yes, so long as you submit all the application documents related to the relevant sector.
	<b>3. FIELD OF STUDY</b>
98	Q: I am working in the public sector in a field different from my undergraduate degree. May I apply to pursue a Master's programme in my field of study or does it have to be related to the field I am working in? C: The Jean Monnet Scholarship Programme considers the compliance of the study field selected with the field of the academic programme to be pursued as well as compliance with the objective of the scholarship. In this manner, the scholarship programme does not take into consideration the compliance of the selected academic programme with the academic or professional background of the applicant.
99	Q: Does the "Field of Study" on the Application Form refer to the field I will be studying in the future (for a master's degree) or my current field of study/work? C: The heading "Field of Study" on the Application Form refers to the EU acquis chapter relating to the academic study you will pursue.

<b>100</b>	<p>Q: May I pursue study in the fields of "X" and "Y"?</p> <p>C: The Jean Monnet Scholarship Programme considers the compliance of the study field selected with the field of the academic programme to be pursued as well as compliance with the objective of the scholarship. Choosing the field of study and ensuring the compliance of the academic study to be pursued with the field of study chosen are solely under the responsibility of the applicants. In this regard, prior opinions/approvals related to the academic programmes or the relevance of the field of study (i.e. EU acquis chapter) with the academic programmes planned to be pursued cannot be given at any stage of the application and evaluation processes. It is recommended to visit the websites of the Directorate for EU Affairs (<a href="http://www.ab.gov.tr">www.ab.gov.tr</a>), the Delegation of the European Union to Turkey (<a href="http://www.avrupa.info.tr">www.avrupa.info.tr</a>) and the European Commission (<a href="http://www.ec.europa.eu">www.ec.europa.eu</a>) for detailed information on the content of the EU acquis chapters listed under section 1.4 of the Announcement.</p>
<b>101</b>	<p>Q: I am currently studying / writing my dissertation / working in the field of "X". Which study field should I select?</p> <p>C: Please see C100.</p>
<b>102</b>	<p>Q: Do I have to pursue a study/research programme related to my PhD field or may I apply for an alternative study field?</p> <p>C: Please see C98.</p>
<b>103</b>	<p>Q: The Announcement states that we can find information on study fields from the given links, however, I could not access the given links. Could you send me details for the field of "X"?</p> <p>C: The links are accessible; you may try to use a different browser.</p>
<b>104</b>	<p>Q: I could not understand Chapter 25.</p> <p>C: It is recommended to visit the websites of the Directorate for EU Affairs (<a href="http://www.ab.gov.tr">www.ab.gov.tr</a>), the Delegation of the European Union to Turkey (<a href="http://www.avrupa.info.tr">www.avrupa.info.tr</a>) and the European Commission (<a href="http://www.ec.europa.eu">www.ec.europa.eu</a>) for detailed information on the content of the EU acquis chapters. Please also see Important Note-1 of the Announcement regarding the "Science and Research" chapter.</p>
<b>105</b>	<p>Q: Does Jean Monnet Scholarship Programme include language training?</p> <p>C: No. Jean Monnet Scholarships are granted only for academic studies related to Turkey's EU harmonisation process and the EU acquis.</p>
<b>106</b>	<p>Q: During my previous application for a scholarship, I was rejected based on lack of a language proficiency certificate in addition to leaving the "field of study" section blank. Is it sufficient if I now fill in the "field of study" section?</p> <p>C: All required documents need to be submitted by the applications deadline of 5 November 2019 17:00 hrs; documents and information submitted in former years are not taken in to account.</p>
<b>4. ACCEPTANCE LETTERS</b>	
<b>107</b>	<p>Q: In cases where the acceptance letter is conditional subject to pre-session language tuition, will the scholarship award finance it?</p> <p>C: No. Jean Monnet Scholarship Programme supports graduate or research level academic studies only.</p>
<b>108</b>	<p>Q: Should acceptance letters be submitted prior to or after 5 November 2019?</p> <p>C: Applicants are not required to submit acceptance letter at the time of application; however, applicants are recommended to apply to host educational institutes well in time to ensure that their acceptance letters are ready if/when they are awarded a scholarship. Please refer to Important Note – 4 of the Announcement for the timeline of acceptance letter submission.</p>
<b>109</b>	<p>Q: What is the format of the acceptance letter for research programmes? Is it an invitation letter from the academic adviser?</p> <p>C: The letter should specifically contain the name of the award holder, start and end dates of the research programme, topic of the research, as well as the name of the academic advisor with whom the research will be conducted.</p>
<b>110</b>	<p>Q: Research areas within PhD study are very specific and acceptance letters are usually obtained through collaboration with an academic adviser in the host institution. Therefore, a second acceptance letter from an alternative institution is not preferred based on the fact that turning down one of the research options may damage relations with the institution. Is it obligatory to submit two acceptance letters for research programmes as well?</p> <p>C: As stated in Important Note-2 of the Announcement, it is obligatory that the applicants apply and get offer letters from at least two academic programmes (related to the selected EU acquis chapter) which have to be in different EU member countries while the application and evaluation processes of the Jean Monnet Scholarship Programme are going on.</p>
<b>111</b>	<p>Q: I will begin my graduate study next year; however, I currently have an acceptance letter within a certain project from "X" university. May I apply for a scholarship?</p> <p>C: The current applications to the Jean Monnet Scholarship Programme are for studies related to the relevant EU acquis chapter and to be pursued in the 2020-2021 academic year. On the other hand, applicants are not required to submit acceptance letter at the time of application; please refer to Important Note – 4 of the</p>

	Announcement for the timeline of acceptance letter submission.
112	Q: Would a study programme which provides double diploma from an EU member country university as well as from an USA university be eligible within the Jean Monnet Scholarship Programme? C: Beside of the fact that it is not possible to give any prior opinions/approvals related for proposed study programmes until placement stage, such programme will not be eligible within the scope of Jean Monnet Scholarship Programme if it requires to pursue study in a non-EU country.
113	Q: Do I necessarily have to obtain two acceptance letters from schools in the EU member countries? C: Please see C110.
114	Q: Do we have to obtain approval from the Jean Monnet Scholarship Programme for acceptance letters from universities? C: Details on programme approval and placement process are given in Important Note-4 of the Announcement.
115	Q: The JM catalogue refers to graduate programmes of 12 months duration; what is the actual connection between the scholarships and these programmes? Does it resemble MoNE scholarships supporting study at these institutions? C: Applicants may refer to the Jean Monnet Scholarship Programme Hosting Institutions Catalogue for examples of graduate programmes in the fields they wish to study. However, eligible programmes are not restricted to the programmes/institutions listed in the subject catalogue.
	<b>5. CGPA</b>
116	Q: I'm a senior undergraduate student with a CGPA lower than 2.50/4.00. However, I am planning to have a higher CGPA towards the end of the year. May I still apply with my current CGPA? C: The CGPA stated on the undergraduate transcript submitted at the time of application will be taken into consideration.
117	Q: Does our CGPA have an impact on success ranking? C: No.
118	Q: My undergraduate CGPA is below 2.5 however my graduate CGPA is higher. May I use my graduate transcript? C: Those who have a CGPA less than the points given above may apply only on the condition that they have at least 36-month work experience or have completed a graduate programme (master's or PhD). However, please note that these applicants need to submit their undergraduate transcripts as well.
119	Q: My undergraduate transcript is below 2.5; however, I am at the dissertation stage of my graduate study, so I would like to apply with the transcript of my graduate study which I will complete in 4 months. C: Please see C116.
120	Q: Although my CGPA appears to be below 2.5/4.0, it is equivalent to 70/100 and this is clearly stated in my transcript. Which CGPA will be taken in to account in such cases? C: If the applicant's undergraduate CGPA is in a different grading system (e.g. 20, 10 or non-numerical grading), it is solely the applicant's responsibility to submit a conversion document such as an official letter from the applicant's university or the university's regulation showing the equivalence of his/her CGPA in the acceptable grading systems (i.e. 100 or 4.00). If the equivalence of the CGPA in the other grading system is already indicated on the transcript provided by the university, the applicants do not have to submit separate conversion letters. Please see Important Note-3 of the Announcement.
121	Q: My CGPA is 12.10/20 which corresponds to B in my diploma but my university does not provide a conversion document. Mathematically it corresponds to below 65/100, however, B corresponds to a higher CGPA. What should I state as my CGPA? C: Please see C120.
122	Q: Even though I have a CGPA that does not meet the application criteria, I am able to apply with my work experience. Do I still have to submit my undergraduate transcript? C: As stated under section 2.3.1 of the Announcement, all applicants should submit an officially signed and sealed undergraduate transcript obtained from the university regardless of whether it meets the minimum requirement or not.
	<b>6. GRADUATION &amp; DOCUMENTS</b>
123	Q: Am I required to submit my master transcript and diploma as well? C: Applicants who meet the minimum requirement for undergraduate CGPA are not requested to submit a graduate diploma.
124	Q: I am currently abroad as an Erasmus exchange student. May I obtain my student certificate from my Erasmus exchange school? C: Final year undergraduate students should obtain their student certificates from the university they are registered in Turkey.
125	Q: Do PhD students have to submit their PhD student certificate as well? C: Documents PhD students applying from the university sector need to submit are listed in section 2.3.1. and

	2.3.1.3.3 of the Announcement.
126	Q: May we submit transcripts obtained from the e-state system? C: The transcripts must be officially signed (with electronic or handwritten signature) and sealed/QR coded/barcoded or equivalent taken from the university in the language provided by the university bearing a date which is in dd/mm/yyyy format and later than the publishing date of the Announcement.
127	Q: May I submit the photocopy of my diploma / graduation certificate? C: The photocopies of diplomas/graduate certificates as well as copies obtained from the e-state system are accepted. Further to this, the photocopies do not need to have a “notary” or “true copy” approval. Please also see C32.
128	Q: Could you check my application documents if I sent them via e-mail? C: Prior opinion/approval cannot be given on the adequacy of the application documents, which are solely the responsibility of the applicants to check.
129	Q: Should I submit the original of my transcript or is a photocopy accepted? C: As stated under the section 2.3.1 of the Announcement, the photocopies of all application documents, except for the Application Form and the photograph are accepted.
130	Q: May we submit a diploma obtained from the e-state system? C: Yes.
131	Q: I am currently a final year undergraduate student at X University. Academic years at our university consist of 3 trimesters and finals are held in August, therefore we are unable to obtain our diplomas before 21 August 2020. Can we submit a letter in place of a diploma? C: Applicants recommended for award of scholarship may submit an official document proving their graduation if they cannot submit a diploma/graduation certificate during Placement and Contracting stages.
132	Q: My undergraduate transcript is a document with handwritten signature obtained several years ago; it does not bear a recent date after the scholarship announcement, is it considered a valid document? C: The subject transcript would be considered a valid document except for final year students.
	<b>7. TRAINEE LAWYERS</b>
133	Q: Are we eligible to apply after having completed an undergraduate law degree, if we are working as a lawyer under a social insurance scheme during our obligatory internship? C: As stated in section 2.2 of the Announcement, law graduates who are trainee lawyers at the time of application may not apply for a scholarship.
134	Q: During which duration can trainee lawyers not apply; at the application stage or during the 2020-2021 academic year calendar? C: As stated in section 2.2 of the Announcement, law graduates who are trainee lawyers at the time of application may not apply for a scholarship.
135	Q: Are we eligible to apply after having completed an undergraduate law degree and internship and waiting for our licence? C: Candidates who have completed their law internship and who are waiting for their licence may apply for a scholarship on the condition that they can submit all the application documents requested for their selected sector.
136	Q: I will be graduating from the Faculty of Law in February. Can I start my internship programme following my graduation? Otherwise, may I apply for a scholarship if I plan to start working at a law firm without being registered with a social security network? C: As stated in section 2.6 of the Announcement, final year students who apply for a scholarship within this Announcement period are required to submit their undergraduate diploma/graduation certificate during the placement stage. No provision exist regarding having started a new employment or obligatory internship during placement stage.
137	Q: I am an intern lawyer, however, at the same time I am registered as a final year student in a different study field. May I apply from the University sector? C: Prior opinion/approval cannot be given on the sector from which the applicant should make an application. Applicants should decide on the sector from which they will be applying and should submit the relevant documents accordingly. Please also see section 2.3.1 of the Announcement for detailed information on the application documents required for each sector.
138	Q: I am an intern lawyer who will be applying from the public sector. In line with the statement in section 2.1. footnote 7, The Union of Turkish Bar Associations and the Istanbul Bar Association are professional organisations having legal public personality. I have therefore obtained a consent letter from the Istanbul Bar Association as the additional document requirement for applications from the public sector. A service scheme is not required from public sector applicants. Accordingly, I would not want to be rejected as a result of a detail or misunderstanding resulting from private sector applications although I am able to submit the required documents. Would I be eligible to take the written exam if I submit all the required documents? C: Public sector applicants for a Jean Monnet Scholarship are required to be working under a social security network in return for a wage. As “Intern lawyers registered with a Bar Associations” are not actually Bar

	Association employee, they cannot apply from the public sector.
	<b>8. PhD &amp; RESEARCH PROGRAMMES</b>
139	Q: Can Master / PhD students / Research Assistants / members of Teaching Staff apply for a scholarship? C: Yes. Please see section 2.3.1.3 for specific documents requested from different categories within the university sector.
140	Q: At the end of a research programme, do we have to submit a dissertation etc on our return to Turkey? C: Even though no contractual obligation exists, scholars who pursue academic research are recommended to submit any output (essays, articles, etc) produced throughout the duration of the research/study period in EU.
	<b>9. HOSTING INSTITUTIONS</b>
141	Q: Does Jean Monnet Scholarship support preparatory foreign language training programmes? C: No. Jean Monnet Scholarships are granted only for academic studies related to Turkey's EU harmonisation process and the EU acquis.
142	Q: Does the Jean Monnet Scholarship Programme support 2-year graduate programmes or 3-year PhD programmes? C: No. Scholars can conduct academic studies at graduate or research level for periods of minimum 3 (three), maximum 12 (twelve) months. Academic studies longer than 12 months will not be supported even if the scholar is willing to fund the remaining period by their own means.
143	Q: Can I attend 2-year programme if I finance the first year of the programme with the scholarship and fund the second year by my own means? C: No. Please see C.142.
144	Q: How can I access graduate programmes at universities? C: The applicants may refer to the Jean Monnet Scholarship Programme Hosting Institutions Catalogue, however, eligible programmes are not restricted to the programmes/institutions listed in the subject catalogue. It is solely the applicants' responsibility to identify the suitable academic programmes in line with their field of study.
145	Q: What is the process with regards applying to the EU university after determining a study programme from the catalogue? C: As stated in Important Note 4 of the Announcement, Applicants should identify the EU member countries in which they would like to pursue their academic studies while the application and evaluation processes are going on. "Application to the Jean Monnet Scholarship Programme" and "application to the academic programmes in universities or similar institutions" are two separate but complementary processes. It is solely the applicants' responsibility to get unconditional offer letters from the academic programmes.
146	Q: I am planning to pursue a graduate programme which will take place partly in one EU member country and partly in another EU member country. Would the Jean Monnet scholarship support this programme? C: Comments on the proposed programmes are given at the placement stage after scholarship recipients are determined.
	<b>10. FEES</b>
147	Q: In case the tuition fee exceeds 20.000 Euros, can we pursue the subject programme if we finance the balance amount? C: Yes. In such cases the excess amount for the tuition fee should be covered by the scholarship holder. Scholars may also benefit from tuition fee discounts/awards of host institution, if any.
148	Q: What is the scholarship award payable for academic programmes of 3-12 months duration? C: Details of the scholarship award is given in section 1.9 of the Announcement.
	<b>11. WRITTEN EXAM</b>
149	Q: When will the written exam take place? C: The indicative dates are listed in the indicative timetable (Annex-3) published together with the 2020-2021 Academic Year Jean Monnet Scholarship Programme Announcement. The timetable may be revised during the process in which case the updated timetable will be published on the websites of the Central Finance and Contracts Unit ( <a href="http://www.cfcu.gov.tr">www.cfcu.gov.tr</a> ), Directorate for EU Affairs ( <a href="http://www.ab.gov.tr">www.ab.gov.tr</a> ), the Delegation of the European Union to Turkey ( <a href="http://www.avrupa.info.tr">www.avrupa.info.tr</a> ) and the Jean Monnet Scholarship Programme ( <a href="http://www.jeanmonnet.org.tr">www.jeanmonnet.org.tr</a> ).
150	Q: What is the process following the application stage? Is there a written exam to be held, if so what does the exam involve? C: The process following the Jean Monnet Scholarship application stage is given in section 2.4 of the Announcement.
151	Q: If my paid military service overlaps with the written exam date, will there be a make-up exam? If not, could you provide a letter specifically mentioning about exam to be held on that day?

	<p>C: According to the indicative timetable of the 2020-2021 academic year, written exam will be held on 29 February 2020. There will be no make-up exams for the applicants who cannot take the exam on this day. An informative letter can be provided by the Directorate for EU Affairs to the applicants, about the date of the written exam, upon request, once the Administrative Compliance and Eligibility Check process is finalized and the applicant is entitled to take the written exam.</p>
152	<p>Q: Is the written exam held only in Ankara? In case I am abroad on the exam dates, is there any centre abroad where I can take the exam? A: The Jean Monnet Scholarship Programme exam is held only in Ankara.</p>
	<p><b>12. NATIONALITY</b></p>
153	<p>Q: Can foreign nationals apply to the Jean Monnet Scholarship Programme? C: As stated under section 2.1 of the Announcement, nationals of EU member countries, Turkey or Instrument for Pre-Accession Assistance (IPA) beneficiary countries who are currently working/studying in Turkey may apply to the Jean Monnet Scholarship Programme for a graduate or research programme in one of the EU member countries. The list of EU member and IPA beneficiary countries (candidate and potential candidates) can be accessed from <a href="http://europa.eu/about-eu/countries/index_en.htm">http://europa.eu/about-eu/countries/index_en.htm</a>.</p>
154	<p>Q: As an applicant with dual nationality (Turkish and EU) which nationality should I use for application? C: As stated under section 2.1 of the Announcement, nationals of EU member countries, Turkey or Instrument for Pre-Accession Assistance (IPA) beneficiary countries may apply to the Jean Monnet Scholarship Programme for a graduate or research programme in one of the EU member countries. It is at the discretion of the applicant to decide which nationality to use at application.</p>
	<p><b>13. BREXIT</b></p>
155	<p>Q: Is the UK included among the member states we could obtain acceptance letters from? C: Yes. However, please be aware that the United Kingdom (UK) must be an eligible host country for the entire duration of the grant (i.e. Scholarship). If the UK withdraws from the EU during the grant period (i.e. scholarship period) without concluding an agreement with the EU ensuring in particular that the UK continues to be an eligible host country for such actions, you will cease to receive EU funding (while continuing, where possible to participate) or be required to leave the project on the basis of bullet 12.2 of the General Conditions (Annex 9) to the grant agreement. In both cases, the costs incurred until then may be required to be reimbursed and this is solely the risk of the applicant.</p>
156	<p>Q: Would you please confirm that the BREXIT clause on page 7 of the 2020-2021 academic year Announcement does not apply for the Republic of Ireland? C: The Republic of Ireland is a separate EU member country and therefore not subject to the Brexit clause.</p>
157	<p>Q: Would the consequences be the same for our study if the United Kingdom withdraws from the EU with or without a particular agreement? C: It would depend on the agreement content. However, please be aware that the United Kingdom (UK) must be an eligible host country for the entire duration of the grant (i.e. scholarship). If the UK withdraws from the EU during the grant period (i.e. scholarship period) without concluding an agreement with the EU ensuring in particular that the UK continues to be an eligible host country for such actions, you will cease to receive EU funding (while continuing, where possible to participate) or be required to leave the project on the basis of Article 12.2 of the General Conditions (Annex 9: General Conditions) to the grant agreement. In both cases, the costs incurred until then may be required to be reimbursed and this is solely the risk of the applicant.</p>
	<p><b>14. OTHER</b></p>
158	<p>Q: When I win a scholarship award, which procedures do I need to follow if my family members accompany me? C: The Jean Monnet Scholarship covers the expenses of the scholars only. No extra allowance is paid to the scholars who will be travelling with their families/personal attendants. Please note that residence permit procedures differ in every EU member country and it is solely the scholars' responsibility to fulfil the required procedures.</p>
159	<p>Q: What does the Jean Monnet Scholarship cover and how can I apply? C: Information on the scholarship programme and application conditions are detailed in the 2020-2021 academic year Announcement.</p>
160	<p>Q: May I apply for a JMSP scholarship if I have formerly pursued study in an EU member state with a scholarship financed by an EU member institution? C: As highlighted under section 2.2, those who have earned a graduate degree (master's or PhD) abroad by benefitting from a scholarship funded by an EU member country or an EU institution cannot apply to the Programme. However, exchange programmes such as Erasmus or short-term academic/language scholarships are not considered in this category.</p>
161	<p>Q: May I apply for a JMSP scholarship if I am the recipient of another scholarship? C: As highlighted under section 2.2, only those who have earned a graduate degree (master's or PhD) abroad</p>

	by benefitting from a scholarship funded by an EU member country or an EU institution cannot apply to the Programme. However, scholarship recipients for exchange programmes such as Erasmus or short-term academic/language scholarships may apply.
162	Q: I am unable to apply online. Could you please send the link for online applications? C: As stated in section 2.3.2 of the Announcement, applications must be submitted in a sealed envelope by registered mail, private courier service or by hand-delivery to the defined address. Applications sent by any other means (e.g. by fax or by e-mail) or delivered to other addresses will be rejected.
163	Q: Where can I get the Application Form and in which language should it be filled out? C: 2020-2021 Academic Year Application Form is available on the websites of the Central Finance and Contracts Unit ( <a href="http://www.cfcu.gov.tr">www.cfcu.gov.tr</a> ), the Directorate for EU Affairs ( <a href="http://www.ab.gov.tr">www.ab.gov.tr</a> ), the Delegation of the European Union to Turkey ( <a href="http://www.avrupa.info.tr">www.avrupa.info.tr</a> ) and the Jean Monnet Scholarship Programme ( <a href="http://www.jeanmonnet.org.tr">www.jeanmonnet.org.tr</a> ) as "Announcement Annex 1 and Annex 2" both in Turkish and English. The Application Form in Turkish is provided for information purpose only and cannot be used for application purpose. In case the Turkish Application Form is filled in and submitted, this application will be eliminated. The Application Form in English should be filled in one of the EU official languages.
164	Q: Does the photograph requested among the application documents have to be biometric and in the Schengen dimensions? C: There is no special requirement regarding the dimensions of the photograph but it should preferably been taken in the last 6 months.
165	Q: I am unable to download the Announcement text from your web site, is there any way you can send us the subject document? C: The Announcement text on the website has been tested and can be downloaded. You are recommended to try to download it from a different browser or from the other websites (websites of the Central Finance and Contracts Unit ( <a href="http://www.cfcu.gov.tr">www.cfcu.gov.tr</a> ), the Directorate for EU Affairs ( <a href="http://www.ab.gov.tr">www.ab.gov.tr</a> ), the Delegation of the European Union to Turkey ( <a href="http://www.avrupa.info.tr">www.avrupa.info.tr</a> )).
166	Q: Will you organise information seminars about the Jean Monnet Scholarship Programme? C: The Jean Monnet Scholarship information seminars were held before the clarification deadline. However, you may find the recordings on the facebook® page "Jean Monnet Burs Programı" and twitter® account "@jeanmonnetbursu".
167	Q: May I visit your office to ask for information about scholarship opportunities? C: You may find detailed information about the 2020-2021 academic year Jean Monnet Scholarships Programme from the Announcement published on Central Finance and Contracts Unit ( <a href="http://www.cfcu.gov.tr">www.cfcu.gov.tr</a> ), Directorate for EU Affairs ( <a href="http://www.ab.gov.tr">www.ab.gov.tr</a> ), the Delegation of the European Union to Turkey ( <a href="http://www.avrupa.info.tr">www.avrupa.info.tr</a> ) and the Jean Monnet Scholarship Programme ( <a href="http://www.jeanmonnet.org.tr">www.jeanmonnet.org.tr</a> ) websites.
168	Q: Is the Jean Monnet Scholarship non-refundable? C: As stated under section 1.9 of the Announcement, the scholars should successfully complete their academic studies and fulfil their contractual obligations. The contracting authority reserves the right to terminate the scholarship contract in case of non-compliance with contractual requirements and to ask for the full or partial reimbursement of the scholarship.
169	Q: What are the benefits for Jean Monnet Scholars on their return to Turkey within university/public/private sectors? C: Within the framework of Turkey's negotiation process for full membership to the EU, the Jean Monnet Scholarship Programme aims at increasing the number of people specialized on the fields related to the EU acquis and hence supporting Turkey's administrative capacity building efforts for the effective implementation of the EU acquis. It therefore also contributes to scholars' career development.
170	Q: Are we obliged to return to Turkey upon completion of the programme? C: As stated in section 2.3.3 item 8 of the Announcement, although it is desired that the scholars would return to Turkey upon the completion of their academic studies in order to work in the relevant field of study, there is no contractual obligation regarding return to Turkey or compulsory service for the scholars. However, please note that there may be obligations imposed by their home institutions (especially public institutions) based on the relevant legislations. The applicants are kindly advised to discuss this issue with their home institutions.
171	Q: There is no section regarding our purpose for applying on the Application Form; do we have to submit a letter of intent at the application stage? C: No. As stated in section 2.4 of the Announcement, applicants will also be required to write a short letter of intent during the written exam regarding the academic programmes they are planning to study and relevance of these programmes with the EU acquis chapter indicated at the time of application.
172	Q: Is there a possibility that the receipt of applications is closed before 5 November after a certain number of applications are received? C: No. All applications sent to the Central Finance and Contracts Unit latest by the application deadline of 5



	November 2019 17:00 hours will be accepted for evaluation.
173	Q: Do we qualify for a graduate degree diploma following 3-6 months study? C: Checking the content of the diplomas or certificates obtained as a result of the study programme is the responsibility of the scholar.
174	Q: Is there an age limit? C: There is no age limit for applications for a Jean Monnet Scholarship award.
175	Q: Would it be a problem if we apply for other scholarships as well? C: Candidates may apply for alternative scholarships at the application stage. However, awardees of a Jean Monnet scholarship are required to make a choice at the placement stage if they are awarded an alternative scholarship as well. Please also see C161.
176	Q: May I apply for a scholarship as a member of teaching staff if I have already benefitted from JMSP for graduate study? C: As stated in section 2.2, those who formerly benefitted from the Jean Monnet Scholarship are not eligible.
177	Q: As a double major graduate, should I fill in my undergraduate programme in the section titled "undergraduate" and fill in my double major in the section "major or minor (if applicable)" on the Application Form? C: Yes.
178	Q: As a graduate student at a joint graduate programme of a university in Turkey and a university in the EU, part of the study is pursued in Turkey and part in an EU member country. May I pursue the EU part as a Jean Monnet scholar? C: As stated in section 1.4 of the Announcement, scholars may pursue graduate study or academic research of minimum 3 (three) maximum 12 (twelve) months in an EU member country. Comments on the proposed programmes are given at the placement stage after scholarship recipients are determined.
179	Q: Do Turkish citizens have to submit photocopy of passport during application? Does photocopy of the ID suffice? C: As stated in section 2.3.1 item 3 of the Announcement, photocopy of identity card or passport is required.
180	Q: Should "Home institution" and "Department" sections of the application be filled in English? C: "Home institution" should be filled in the original language and "Department" section should be filled in English.
181	Q: What does "Only if applicable - Graduate (master's or PhD) diploma" mean? C: As stated in important note - 3 of the Announcement, those who have CGPA less than 2.50/4.00 or 65/100 may apply with their graduate diploma.
182	Q: Would it be a problem if we work while we are pursuing study abroad? C: Although the Jean Monnet Scholarship Programme does not restrict scholars from working while pursuing their study programmes, scholars are recommended to take into account the assignment method from their employer institution and the visa conditions and similar factors of the host EU country.
183	Q: In case of a change in name after the scholarship application stage, would it be sufficient to submit the court decision to you? C: Yes. It is recommended that the contracting authority should be notified in a timely manner.
184	Q: I was granted a scholarship award for the 2005-2006 academic year and 90% of my award payment was transferred to my bank account. However, before my travel I was diagnosed with cancer, hence I had to withdraw and I refunded the full amount. So, I could not benefit from the scholarship. Within the condition stated in section 2.3.3 item 6 of the Announcement, may I re-apply for the 2020-2021 academic year? In this case, should the section 8 of the Application Form be answered "Yes" or "No"? Do I have to present any additional documentation? C: Those who formerly benefitted from the Jean Monnet Scholarship may not apply once more. However, you may include a letter and the supporting documents regarding your situation with all the application documents required for application and your situation may be evaluated by the Evaluation Committee.
185	Q: I have sent my application documents via post. Do you inform candidates when you receive the documents? C: No. It is the candidate's responsibility to track the status of post/courier sent.
186	Q: I am a final year undergraduate student at a university in Turkey due to graduate at the end of this academic year and I am currently on an international exchange programme in Germany. How should I send the documents? C: As stated in section 2.3.2 of the Announcement, applications must be submitted in a sealed envelope by registered mail, private courier service or by hand-delivery to the defined address. Applications sent by any other means (e.g. by fax or by e-mail) or delivered to other addresses will be rejected.
187	Q: I am currently using a foreign telephone number. Yet, the application document does not allow me to enter a foreign number due to the number of characters. C: You may include your foreign telephone number in the address box.
188	Q: Can some of information be filled by hand after electronically printing the Application Form?

	<p>C: As stated under section 2.3.1 of the Announcement, the English Application Form for the 2020-2021 academic year should be filled in electronically in one of the EU official languages, printed out in color or black&amp;white, signed in handwriting preferably in blue ink and submitted with other application documents.</p>
<b>189</b>	<p>Q: There is a box for undergraduate CGPA in page 3 of the Application Form, yet there is no box for master's degree/PhD CGPA on Page 4 of the Application Form. Should I insert my undergraduate or master's CGPA to the box on page 3 of the Application Form?</p> <p>C: All candidates are expected to provide their undergraduate CGPA, whereas the master's degree/PhD CGPA is not taken into consideration.</p>
<b>190</b>	<p>Q: In order to help me decide about my application, could you share information regarding the number of applications for the last two years and the breakdown of private sector / university student numbers?</p> <p>C. No. No information regarding to the evaluation process of the previous years can be shared.</p>