

**ALTINBAS UNIVERSITY  
INTERNATIONALIZATION INCENTIVE AWARD  
PROCEDURES AND PRINCIPLES**

**PART ONE**

**Purpose, Scope and Definitions**

**Purpose and Scope**

**ARTICLE 1-** (1) The purpose of these procedures and principles is to regulate the procedures and principles of the Internationalization Incentive Award to be given in order to encourage academic and administrative staff who contribute to the development of international collaborations.

**Definitions**

**ARTICLE 2 -** (1) In these Procedures and Principles:

- a) Candidate: Altınbaş University academic or administrative staff who apply for or are recommended for the Internationalization Incentive Award,
- b) Board of Trustees Altınbaş University Board of Trustees,
- c) Rector: The Rector of Altınbaş University,
- d) Vice Rector Vice Rectors of Altınbaş University,
- e) Secretary General Secretary General of Altınbaş University,
- f) EvaluationBoard: Altınbaş University Internationalization IncentiveAward Evaluation Committee,
- g) University Altınbaş University,
- h) Award Refers to the Internationalization Incentive Award.

**PART TWO**

**Principles of the Reward System**

**Application Form**

**ARTICLE 2 -** (1) Applications can be made by the candidates themselves or by nomination by the dean's office/directorate of the faculty/school/institute to which the faculty member's staff is affiliated for academic staff; by the head/director/coordinator of the department to which the administrative staff is affiliated.

**Announcement and Application Acceptance Dates**

**ARTICLE 3 -** (1) Application announcements for the award are published by the Rectorate on the official website of the University, through the ALYANS system and announced to all academic and administrative staff via e-mail communication.

(2) Candidates fill in the form specified in the award announcement and submit it to the Rectorate by the 15th day of November for each academic year.

**Evaluation Criteria**

**ARTICLE 4 -** (1) Those to be nominated for the Award are evaluated on the basis of the following criteria:

- a) To contribute to the creation of a new international dual degree program,
- b) Contribute to the signing of a new bilateral cooperation agreement in the fields of education or research administrative process management,
- c) Contributing to a significant increase in the number of students from a country where we have few students,
- d) Organizing an international scientific event under the leadership of Altınbaş University,
- e) To contribute to the university's ranking in international rankings,
- f) To produce a high number of joint scientific publications with international authors,

- g) To contribute to the employment of international academic staff,
- h) To take part as an author in the highest impact factor scientific publication addressed to Altınbaş University,
- i) To increase the resources of our university in international cooperation,
- j) Establishing joint research and application centers,
- k) To provide discounts for graduate programs at contracted universities abroad,
- l) To ensure that international sportive and social activities are organized at the University,
- m) C o n t r i b u t e to the signing of a new bilateral cooperation agreement in the field of education or research,
- n) Receiving international awards for scientific activities.

#### **Determination of Award Recipients**

**ARTICLE 5 -** (1) After the Evaluation Board makes a preliminary evaluation and determines maximum 3 candidates, it shall submit them to the December ordinary meeting of the Board of Trustees by November 30th at the latest.

a) The Evaluation Board consists of the following persons:

- i. Rector
- ii. Vice Rectors
- iii. Secretary General

(2) The candidate to be awarded is determined as a result of the evaluation made by the Board of Trustees. The final decision is made by the Board of Trustees.

#### **Awarding the Prize**

**ARTICLE 6 -** (1) The award winner is announced by the Rectorate in January of the following year.

(2) The award includes a cash prize of three salary bonuses and a plaque and a certificate according to the category of the award.

(3) The award is presented at the University's founding anniversary ceremony held in May.

### **PART THREE Enforcement and Execution**

#### **Enforcement**

**ARTICLE 7-** (1) These procedures and principles enter into force on the date of approval by the Board of Trustees.

#### **Execution**

**ARTICLE 8-** (2) These procedures and principles are executed by the Rector.

<b>Legal Basis on which the Directive came into force</b>		
<b>Relevant Board</b>	<b>Date of Decision</b>	<b>Number of Decision</b>
Senate	29.03.2022	2022/05
Board of Trustees	17.05.2022	2022/04