

## **Academic Incentive Allowance**

### **Implementation, Procedures, and Principles**

1. Academic activities carried out only between 1 January – 31 December 2020 are considered for the incentive.
2. YOKSIS academic activities report and information and documentation regarding with each activity should be submitted with the application.
3. Faculty members should provide a signed copy of their YOKSIS report. Signed reports and attachments should be submitted to the academic incentive application and review boards within their departments during the specified time frame.
4. Department boards send an evaluation report regarding each application based on 2020 Academic Incentive Scoring Rubric to the Academic Incentive Regulation, Supervision and Appeal Commission within the specified time frame.
5. In case of a faculty member's transfer to another institution, YOKSIS report indicates the institution where each academic activity has been carried out and the institution where the faculty member is staffed at the time of the activity evaluates the activity.
6. For faculty members appointed to a private institution from a public institution, academic activities conducted in the private institution during the appointment are not considered for academic incentive scoring. For faculty members transferred to a public institution from a private institution or another public institution, only academic activities conducted in public institutions are considered for scoring.
7. Academic incentive is granted to faculty members as long as they receive a salary in compliance with Act No. 2914.
8. For each calendar year, academic incentive score is estimated based on the academic activities carried out in the previous year and academic incentive allowance is paid for twelve months starting on February 15.
9. If a faculty member transfers to another institution while receiving the allowance, the transferred institution starts to pay the allowance.
10. A faculty member holding outside appointments makes allowance applications to the departments related to their expertise in institutions where they are staffed.
11. An international faculty member is not eligible for academic incentive allowance.
12. Academic incentive activities are evaluated in compliance with Academic Incentive Fund Regulation.
13. Only activities related to the applicant's academic discipline are considered for academic incentive.
14. Copies of the first pages of the publications are sufficient for evaluation.
15. ISI, Web of Science, and Google Scholar citation lists or related pages and bibliography of scholarly work listing the cited work can be used for documentation.
16. In order to receive academic incentive allowance, academic incentive score should be at least thirty points.
17. An appeal letter can be written against the decision made by the Academic Incentive Regulation, Supervision and Appeal Commission within 5 business days following the announcement. The commission evaluates the appeal within five business days after the appeal period ends and makes a final decision.

**Istanbul Medeniyet University**  
**2020 Academic Incentive Allowance**  
**Application and Evaluation Calendar**

	<b>Date</b>
Applications to Department's Academic Incentive Application and Review Boards begin	4 January 2021
Last day to submit applications to Department's Academic Incentive Application and Review Board	15 January 2021 (Till the end of business day)
Deadline for Department's Academic Incentive Application and Review Board to complete their evaluations	20 January 2021
Last day for the faculty, school or institution to report department evaluations to Academic Incentive Regulation, Supervision and Appeal Commission	21 January 2021 (Till the end of business day)
Academic Incentive Regulation, Supervision and Appeal Commission announces their decisions	26 January 2021
Deadline to appeal against decisions	2 February 2021 (Till the end of business day)
Last day for Academic Incentive Regulation, Supervision and Appeal Commission to evaluate appeals	9 February 2021 (Till the end of business day)