

1. Annex 1 – Application Form

Application Form for the expression of interest for hosting the EHEA Secretariat

- Please fill in the template attached (Annex 1) containing the application form.
- Please try to respond to the questions of the form as complete and accurate as possible. The maximum number of words are estimative (not an eligibility criterion).
- If you have any questions, please address them to the TF Co-chairs and the Secretariat. Questions and responses will be shared with all potential applicants.
- Feel free to include additional information and documentation that you think might be helpful, in the application or referenced as annexes.
- Based on the expression of interest, you may be invited to answer further questions, in writing and/or during online meetings with the TF. A presentation of the application to the BFUG is expected in autumn 2025.

A. Administrative information	
1. Applicant (or consortium leader)	<i>Prof. Dr. Erol ÖZVAR The President of the Council of Higher Education of the Republic of Türkiye (CoHE)</i>
2. Legal representative	<i>Prof. Dr. Erol ÖZVAR The President of CoHE</i>
3. Contact person and information	<i>Prof. Dr. Naci GÜNDOĞAN Executive Board of CoHE and BFUG Representative E-mail: nacigundogan@yok.gov.tr Assoc. Prof. Aydın ASLAN Advisor to CoHE and BFUG Representative E-mail: aydin.aslan@yok.gov.tr</i>
4. Consortium members (if applicable), contacts	<i>Not Applicable</i>
B. Facts and information regarding the hosting of the Secretariat	
<i>Please provide the necessary factual information as accurately as possible. Also indicate in case of issues where you are not entirely sure, and that you do not know.</i>	
5. Legal form (max. 2000 words)	<i>Please advise on what would be best legal form for the Secretariat in the national context and describe the regulatory framework. Please describe the national legislation to the extent in which it allows flexibility for the governance and operations of the Secretariat.</i>

- a) As an association
- b) As a foundation
- c) Any other form
- d) Any other explanation or information you want to add

The issue of the establishment of the long-term EHEA Secretariat in Türkiye was examined thoroughly. In this context, a written consultation process was started with official institutions, particularly the Ministry of Foreign Affairs. As a result, it was understood that the most feasible solution to establish the Secretariat was the “Law No_3335, dated 26.03.1986, on the Establishment of the Entities of an International Nature”. The law states that *“With the permission of the President, in cases where international cooperation and collaboration are deemed beneficial, it is permissible for at least seven Turkish and foreign natural or legal persons—or solely legal persons—to establish, either in Türkiye or abroad, international associations, federations, or similar entities; to open branches of such existing entities; to engage in international activities; or to participate in or cooperate with existing organizations and similar associations. This permit is provided that the purpose is to promote cooperation in economic and technical fields, to benefit from shared knowledge, experience, and mutual technologies, and that the activities are not aimed at profit-sharing nor prohibited by law”*. Accordingly, if the establishment of the Secretariat in Türkiye is decided, a permission will be asked from the Presidency. A Presidential permission is binding on all government institutions in Türkiye. This will provide a legal basis for the Secretariat to carry out its activities in Türkiye feasibly.

6. Location (max. 400 words)

- a) Do you suggest a particular, or several venues and locations?^{*1}
- b) If so, under what conditions and why do you think they are suitable?
- c) If not, can you propose how venue and location should be identified, regarding the criteria and the process?

We suggest that Istanbul host the Secretariat. There are several reasons in this regard. First and foremost, it serves as a unique geographical and cultural bridge between Europe and Asia, ensuring convenient accessibility for all members of the European Higher Education Area (EHEA). Member states can easily arrange direct flights to and from Istanbul, minimizing logistical challenges.

Second, Istanbul is home to numerous international organizations, including the Secretariat of the Black Sea Economic Cooperation Organization, the OECD Istanbul Centre, the UEFA Istanbul Office, and the United Nations Technology Bank for the Least Developed Countries. This established international presence makes Istanbul a familiar and attractive destination for global stakeholders.

Third, Istanbul hosts 129 diplomatic missions, including 87 consulates general and 42 honorary consulates, underscoring its diplomatic significance. Furthermore, Türkiye is home to 208 universities, 58 of which are located in Istanbul, with approximately 1.5 million students enrolled. In addition, the city accommodates many international K–12 schools offering instruction in languages such as English, French, and German, enhancing its reputation as an educational center.

Istanbul is the major economic powerhouse of Türkiye, contributing approximately 30% to the national GDP, totaling \$1.32 trillion. Türkiye has a population of approximately 85.7 million, of which around 15.7 million reside in Istanbul, reflecting the city’s prominence as a vibrant multicultural social and demographic hub, which used to host international high-level summits

¹ “suggest” does not mean provide or offer.

and other meetings.

Last but not least, Istanbul is a city at the center of cultural and social life and is very inclusive. The Secretariat staff can easily adapt to the city's welcoming environment.

As for the venue to host the Secretariat, we plan to present several alternatives regarding the venue to be allocated for the use of the Secretariat:

1. A venue to be designated within the campus of a non-profit foundation university. It will include conference and meeting rooms, technical infrastructure, and computer equipment sufficient to meet the needs of the Secretariat, which is expected to employ eight staff members or more. Preliminary discussions indicate that several non-profit foundation universities in Istanbul have expressed their willingness to host the Secretariat.
2. A venue to be designated within the campus of a public university. Similar to the first option, this venue will be equipped to meet the needs of eight staff members, including conference and meeting rooms, technical infrastructure, and computer equipment.
3. An independent venue. In this case, the BFUG can select among the venues we propose. This venue will include the infrastructure provided in the former two alternatives as well.

7. Budget

Please include an approximate budget estimate, based on national costs and the resources required for the operation of the Secretariat, that would be realistic for a Secretariat established in this location. Please note that the main source of funding should be contributions by the EHEA members.

Send the budget separately as an annex, based on the template provided in annex 2.

8. Other models (max 400 words) – optional

Can you suggest any other entity comparable to the EHEA Secretariat, located in your country, that could serve as a model?

C. Conditions to be met

9. Complying with the hosting principles (max. 6000 words)

Elaborate separately how your application complies with each principle in section III) for hosting the Secretariat.

a) Independence and Accountability

The Secretariat should operate independently from the country and/or organisation within which it is hosted. Its legal, financial, and organisational arrangements should ensure its independence and minimise the risk of undue influence. It should operate under the authority of and be fully accountable to the BFUG, including its governing structure arrangements, reporting, and

appointment of its staff. Its main source of funding should be contributions by the EHEA members.

Türkiye is committed to establishing a fully independent EHEA Secretariat with strict accountability to BFUG. The Secretariat will be hosted at a dedicated Office located in Istanbul. Legal arrangements will establish the Secretariat as an autonomous entity, governed by a “Protocol” which shall be signed between the Council of Higher Education (CoHE) and the BFUG, to draw the operational framework. Organizational structures will align with the BFUG guidelines, with staff appointments and reporting protocols directly accountable to the BFUG Board. Türkiye’s experience in neutral mediation underscores its ability to uphold the Secretariat’s impartiality, ensuring it serves the EHEA’s collective interests without bias.

b) Sustainability

The chosen arrangements for the Secretariat must be sustainable, with a clear perspective on how it can function for a longer term.

Türkiye proposes a sustainable, long-term hosting plan for the EHEA Secretariat, extending beyond the 2027 Ministerial Conference for at least eight years. The Protocol to be signed between the CoHE and the BFUG shall be binding for both parties. That any administrative changes that may occur in Türkiye will not affect the functioning of the Secretariat. While the arrangements agreed upon at the establishment stage of the Secretariat will be preserved, both parties may also demonstrate a willingness to improve the terms of the agreement through mutual consent.

The metropolitan and diverse nature of Istanbul will support operational continuity. Financial sustainability will be secured through a combination of EHEA member contributions and Türkiye’s commitment to provide infrastructure and utilities as demonstrated by its successful hosting of international organizations (e.g., OECD, World Bank, UEFA, Delegation of the European Union to Türkiye). The city’s vibrant academic ecosystem, with 58 universities, offers ongoing collaboration opportunities to support the Secretariat’s activities.

c) Staff

The Secretariat must be able to recruit and contract a sufficient number of staff, with suitable profiles and competences, from different EHEA countries. The employment rules of the country in which the Secretariat is based should allow for this, under flexible and fair contracts. In addition to its staff, the Secretariat should be able to accept secondments from EHEA members and consultative members, according to the rules approved by the BFUG.

Türkiye will enable the EHEA Secretariat to recruit diverse, competent staff members from across the EHEA countries, adhering to flexible and fair employment regulations. The Secretariat will provide administrative support to streamline international hiring, leveraging Türkiye’s labor laws that permit foreign nationals to work under clear visa and contract frameworks. Staff profiles will include expertise in higher education policy, multilingual communication, and event management, ensuring alignment with BFUG requirements. Furthermore, Türkiye will facilitate secondments from EHEA and consultative members, following the rules approved by the BFUG, as demonstrated by its experience in hosting temporary staff of international organizations.

Türkiye has a highly flexible and well-regulated legal framework that governs the employment of foreigners within its territory. Currently, hundreds of thousands of individuals are employed in Istanbul under this framework. The primary legal provision regulating this matter is as follows:

According to the Regulation on Implementation of the International Labor Force Law (Article 48/1-h), "Foreigners who are notified by the relevant public institutions and organizations that they can provide significant services and contributions to Türkiye in economic, socio-cultural and technological fields as well as in the fields of education may receive work permit exemption for up to three years. Work permit exemption applications can be made domestically (online) and through Turkish foreign missions abroad. Work permit exemption/work permit also provides the right of residence. For periods exceeding 3 years, a work permit can be issued. Applications within the scope of public projects may be exempted from work permit evaluation criteria. Spouses and children of foreigners who work in Türkiye can obtain a residence permit. These applications can also be made to the Ministry of Interior Directorate of Migration Management in Türkiye and Turkish foreign representative offices abroad."

d) Legal environment

Regulations of the country where the Secretariat will be located must ensure the rule of law, allow its operation without undue influence of the national and local authorities. There should be no obstacle for receiving funding from different other EHEA countries.

The rule of law is constitutionally guaranteed in Türkiye. Moreover, Türkiye is a party to relevant international treaties and regulations in this regard. Neither national, nor local authorities may interfere with any activities carried out by the Secretariat within the pre-defined scope and content agreed upon with Türkiye as the host country. Türkiye will also not intervene in the Secretariat's receipt of support from EHEA member states, provided such support is obtained by the law.

e) Non-Profit principle

The Secretariat would operate on a non-profit basis, with any surpluses reinvested into its budget. It may accumulate a reserve, which however should not exceed one annual budget. Otherwise, the fees for EHEA members should be reduced.

In compliance with Turkish law, the Secretariat shall be founded as a non-profit entity. All financial contributions provided by member states shall be allocated solely for the Secretariat's operational purposes and shall not be used for profit-making or commercial activities. Any budgetary surplus shall be reinvested into the Secretariat's functions and be used to support the Secretariat's activities. Türkiye, as the host nation, or any outside parties will not have any undue influence over the Secretariat's financial resource management.

10. Ability to fulfil the roadmap (max. 1200 words)

Please detail the necessary steps and the approximate time needed to establish the Secretariat once a decision would be taken by the BFUG.

- a) Between Spring 2026, and June 2027, is it realistic to establish the Secretariat in the country, legally (legal status, registration, visa, residency and working permit for the director and other staff members, etc.) and physically (identification of venue and rental of office premises)
- b) Would you as the host be able to provide the necessary support to ensure this

If the establishment of the Secretariat in Türkiye is decided, CoHE will initiate the required procedures with the Presidency of the Republic, as well as with the Ministry of Foreign Affairs, the Ministry of Interior, the Ministry of Labor and Social Security, and the Istanbul Metropolitan Municipality. In this context, CoHE will carry out timely consultations to ensure effective coordination and cooperation with the aforementioned institutions. It is planned that all related procedures will be completed by June 2027. Furthermore, if the application is accepted, the

venue in Istanbul that will host the Secretariat is also expected to be finalized.

D. Host motivation, contribution and self-assessment

11. Motivation and capacity of the host (max. 800 words)

What is your motivation, your main ideas and intentions in offering to host the Secretariat? In what ways can you, directly or through related administration and organizations and agencies contribute to the support of the Secretariat? (pls. avoid overlap with the next question)

Motivation, Main Ideas and Intentions

Our motivation for offering Istanbul as the host city of the EHEA Secretariat is deeply rooted in Türkiye's long-standing commitment to the values and objectives of the Bologna Process. Since becoming a full member of the Bologna Process in 2001, Türkiye has consistently aligned its higher education policies with the key priorities of the EHEA, including quality assurance, student-centered learning, academic recognition, mobility etc.

Türkiye has actively participated in Bologna working groups and ministerial conferences, contributing constructively to the strategic direction of the Area. Hosting the Secretariat in Istanbul would be a natural extension of this sustained engagement, reflecting Türkiye's willingness not only to implement Bologna reforms at the national level but also to take responsibility for supporting collective coordination efforts and advancing the EHEA agenda at the European level.

In addition to this institutional commitment, we believe that Istanbul offers an ideal setting for the Secretariat in terms of scale, diversity, and global connectivity. Türkiye hosts over 7 million students across 208 universities, including approximately 360,000 international students. As the home of 58 universities and nearly 1.5 million students—more than 135,000 of whom come from nearly 180 countries—Istanbul serves as the focal point of the Turkish higher education system and offers one of the most dynamic and internationalized academic ecosystems in the entire EHEA region. This educational landscape reflects the core values of the Bologna Process—mobility, inclusion, multilingualism, and cooperation—and enables the daily practice of intercultural exchange and mutual learning among students, academics, and institutions.

Moreover, Istanbul's unique geographical and geopolitical position—straddling Europe and Asia, and historically linked to the Middle East, the Caucasus, and the Balkans—makes it an ideal location for a Secretariat that must operate not only within Europe but increasingly in relation to its neighbors. As the EHEA looks to strengthen its external dimension and engage in deeper cooperation with regions such as Africa and Asia, Istanbul can serve as a natural bridge and launchpad for new partnerships, joint projects, and recognition frameworks beyond Europe's borders.

Finally, Istanbul represents a dynamic synthesis of tradition and transformation. It is a city where historical depth and cultural richness meet innovation, digitalization, and global mobility—qualities that resonate strongly with the evolving goals of the EHEA. Hosting the Secretariat in such an environment would provide not only operational and strategic advantages but also a symbolic affirmation of the EHEA's commitment to openness, cooperation, and

forward-looking higher education reform.

Support of the Secretariat

As a constitutional public institution, the Council of Higher Education (CoHE) holds the primary authority and responsibility for shaping and implementing national higher education policies. This unique position enables CoHE to maintain continuous and close cooperation with all 208 universities across the country. In the event that the EHEA Secretariat is established in Istanbul, CoHE will actively mobilize this institutional capacity to support the Secretariat's work by encouraging universities in Istanbul to contribute their resources and expertise.

Given the considerable academic and infrastructural strength of Istanbul's universities, CoHE will promote the use of their campuses, facilities, and technological infrastructure to support the Secretariat's operational and event-related needs—subject to availability and institutional capacities. This collaborative approach will allow the Secretariat to function within a broader academic ecosystem and benefit from high-quality environments for meetings, training activities, and stakeholder engagement.

While CoHE is headquartered in Ankara, it maintains an official representation office in Istanbul. This office will work in close coordination with the EHEA Secretariat to facilitate day-to-day cooperation and ensure effective communication with other public institutions and stakeholders based in the city. Through this liaison structure, administrative processes involving the Secretariat and national authorities will be handled smoothly and efficiently.

The Council of Higher Education will also take proactive steps to connect the Secretariat with key national and international coordination bodies. In particular, the Directorate for European Union Affairs and the Turkish National Agency—both operating under the Ministry of Foreign Affairs—will be engaged to ensure open and regular communication channels with the Secretariat. These institutions have long-standing experience in managing European-level education and mobility programmes and will contribute valuable expertise and visibility.

Furthermore, institutions that work closely with CoHE—such as the Turkish Higher Education Quality Council (YÖKAK) and the Scientific and Technological Research Council of Türkiye (TÜBİTAK)—will also serve as important partners in supporting the Secretariat. With their strong institutional infrastructure, data systems, and international project experience, these agencies will be able to offer both technical assistance and substantive input in areas such as quality assurance, research collaboration, and innovation in higher education.

12. Financial and in-kind contributions (max. 600 words)

– optional Expressions of interest should spell out what the host may offer, but also the limitations, in terms of the nature, volume and duration of any support or contribution, and distinguish between guaranteed and potential provisions

13. Relevance (max. 400 words)

Why do you think your proposal is suitable?

The candidacy of Istanbul to host the EHEA Secretariat is particularly relevant in light of the Area's recent reaffirmation of its core values, evolving governance principles, and ambition to become more inclusive, globally engaged, and resilient, as articulated in the Tirana Communiqué (2024) and its annexes.

First, Istanbul's proposal reflects a commitment to safeguarding and promoting the fundamental values of the EHEA, not only through policy but also in practice. Türkiye has taken significant steps in areas such as academic freedom, institutional autonomy, and student participation in governance, as highlighted in the EHEA's Statements on Fundamental Values. Locating the Secretariat in a country that actively engages with these values offers an opportunity to deepen collective ownership across all member states—especially at a time when these principles are challenged in various global contexts.

Second, in view of the EHEA's Rules of Procedure (RoP) adopted in 2024, it is essential that the Secretariat operate in a context that enables coordination across a highly diverse group of stakeholders. Türkiye's institutional capacity—anchored in strong public responsibility frameworks and a large, multifaceted higher education system—makes it well-positioned to host a Secretariat that is both technically equipped and politically balanced. Istanbul, in this sense, offers a setting that aligns with the inclusive and consensual governance that the BFUG upholds.

Third, hosting the Secretariat in Istanbul would resonate with the vision of the Global Policy Forum, which emphasizes the EHEA's role in fostering interregional dialogue, mobility, and ethical international collaboration. Istanbul's geographic and institutional links with wider world regions, particularly the Middle East, Central Asia, Africa, and the Balkans, will offer the Secretariat a strong base to engage in meaningful exchange with other macro-regions—an objective directly mentioned in the Global Policy Forum Statement (2024).

Finally, in line with the EHEA's 2030 goals, this proposal speaks to the need for a permanently strengthened and sustainably supported Secretariat. Türkiye's offer includes long-term political commitment and inter-agency collaboration that would allow the Secretariat to operate effectively, with neutrality and continuity, as envisioned in the EHEA's RoP.

E. Summary

14. Summary (max. 500 words)

Please summarize the main points, in presenting how you manage that the EHEA Secretariat could operate, within the hosting arrangement that you proposed above

Türkiye's proposal to host the long-term EHEA Secretariat in Istanbul reflects a strong institutional commitment to the values, objectives, and future of the EHEA. CoHE, acting as the applicant and host authority, proposes a robust and sustainable framework that ensures the Secretariat's full independence, legal viability, operational continuity, and strong integration with European and global higher education systems.

Legally, the establishment of the Secretariat in Türkiye would be enabled by Law No. 3335, which permits the establishment of entities of international nature with Presidential authorization.

This legal foundation guarantees operational autonomy and legal clarity. The Secretariat would be hosted in Istanbul, a city uniquely positioned at the crossroads of Europe and Asia, offering accessibility, cultural diversity, and strong diplomatic, academic, and infrastructural support.

Three venue options are proposed: a space within a non-profit foundation university, a public university campus, or an independent site—all fully equipped for the Secretariat's operational needs. Türkiye also guarantees that it will facilitate timely registration, visa processes, and employment permissions for international staff, in line with Turkish labor law.

The hosting arrangement emphasizes financial sustainability through EHEA member contributions, complemented by Türkiye's in-kind support, including infrastructure, logistical facilitation, and institutional cooperation. The Secretariat will operate under a protocol signed with the BFUG, ensuring its accountability exclusively to the BFUG, with clear reporting lines and independent governance.

Türkiye's motivation is rooted in its long-standing engagement with the Bologna Process and its desire to strengthen coordination, regional outreach, and reform implementation across the EHEA. Istanbul's dynamic academic ecosystem—hosting 58 universities and 1.5 million students, including over 135,000 international students—reinforces this ambition by offering a living laboratory of intercultural exchange and academic cooperation.

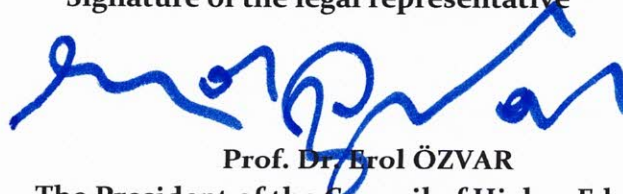
The candidacy aligns with the Tirana Communiqué (2024), the EHEA's Rules of Procedure, and the goals of the Global Policy Forum. It demonstrates Türkiye's readiness to contribute to the Area's strategic priorities—such as safeguarding fundamental values, fostering interregional dialogue, and ensuring long-term Secretariat sustainability.

In sum, Türkiye presents a comprehensive, realistic, and future-oriented proposal that combines legal preparedness, institutional commitment, geographic advantage, and strong alignment with EHEA principles. Istanbul is proposed not only as a host city, but as a strategic partner in advancing the EHEA.

F. Annexes - optional

Please list below the annexes that you attach to this application, apart from the budget

**Name of the legal representative, position
Signature of the legal representative**



**Prof. Dr. Erol ÖZVAR
The President of the Council of Higher Education
of the Republic of Türkiye**

Annex 2 - Template budget for the long-term Secretariat

Cost Category	Specific costs	Number of Full-Time Equivalent Staff	Annual salary rate (gross) (€)	Total yearly costs (€)	Budget justification/comments
Staff costs / Salaries All values must be stated in gross terms. Estimative total full-time equivalent (FTE) = 8.	Head of Secretariat	1	To be revised		
	Secretariat members	4	To be revised		
	Administrative staff (financial and accounting, communications, IT)	3	To be revised		
	TOTAL	8	-	0	
Logistics costs	Rent	-	-	0	No rent; Provided by CoHE
	Utilities	-	-	5000	Electricity, water, heating, internet, cleaning, estimated €416/month
	IT maintenance and software	-	-	5000	Licenses (MS Office, Zoom), tech support, cloud storage, antivirus
	Taxes	-	-	0	Not estimated yet. Specified and adjusted if applicable in service cost
	Furnishing	-	-	0	Initial furnishing will be provided by CoHE
	Miscellaneous	-	-	2500	General operational expenses
TOTAL	-	-	-	12500	
Other costs (Add rows if needed)	...	-	-		
	...	-	-		
	...	-	-		
	...	-	-		

Percentage of costs

Note: The budget figures presented are based on current cost estimates as of 2025. These values may be subject to future adjustments in accordance with fluctuations in local market conditions, inflation rates, or changes in legal and fiscal frameworks. Accordingly, salary levels, utility costs, and other expenditures may be revised to ensure the continued financial sustainability and competitiveness of the Secretariat operations in Istanbul.

Note: The 'Other Costs' section may be updated based on additional requirements or information to be communicated to us during the process

Total budget (€)	12500
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Introduction

Thank you once again for your application.

The Task Force on establishing a long-term Secretariat met on 23–24 June in Brussels (**6th Task Force meeting [link](#)**) and reviewed all submitted applications ([here](#)). It concluded that all applicants should be invited to further elaborate and clarify specific elements of their proposals.

This document sets out:

- **Questions** to be addressed by all applicants. If you are sure that you have already **fully answered this in your application**, you may nevertheless fill it again, but you are not obliged to.
- **Questions** for individual applicants. They should help you to understand where further information is needed. If your response to the general questions to applicants cover them, no need to answer them again.

Apologies for the additional work, and this period of the year, but your responses would help us to get a clearer understanding of your application.

We kindly ask you to:

- Submit your responses in writing (Word document) to the EHEA Secretariat by **the 25th of September (EOD)**.
- Keep your answers concise and focused. If a question cannot be answered, please indicate this, and maybe also the reason.

How the process will continue

- An **online information session** with the BFUG is planned for **end of October**, offering applicants an opportunity to present their proposals and address questions.
- You will be asked to confirm your participation and indicate the name(s) of the presenter(s).
- If colleagues not regularly attending BFUG meetings are involved, their number should be limited to **two**.
- As you have been informed, **the decision on the applications will be taken by the BFUG**, which is expected to discuss them at the BFUG meetings in Copenhagen, 15-16 December, and in Cyprus (1 half 2026).

Questions

I. Legal Form, under which the Secretariat could be established

Even if your application focusses on another, third type of legal form, it is important that you provide information on both association and foundation. This would give the BFUG a wider choice.

Wherever applicable, please reference the specific legal provision (article, paragraph, etc).

A. Association

Can the Secretariat be established as an association, and what are the implications?

A.1 Would it be possible to establish the Secretariat as an association under your national legislative framework? – If not at all possible, no need to answer the following questions in this section.	NOT APPLICABLE
A.2 How easy and feasible is the establishment of an association as a long-term EHEA Secretariat in your own country?	
A.3 Please reference the specific provisions (primary law or other legislative provisions) that regulate associations in your own country.	
A.4 Please explain whether and how, based on the legislative framework, an association would ensure the independence of the Secretariat, its legal and operational accountability exclusively to the BFUG and that the host would not have other legal, financial or organisational competencies or responsibilities than those shared by the BFUG collectively (see the Call for details on the interpretation of the independence principle)	
A.5 Please detail how the BFUG might exercise the governance and administrative responsibilities within an association under your national legislative framework, including: A.5.1 Does the legislative framework for associations mandate any specific governance bodies. If yes, how would the composition and competencies (authority) of such bodies be best aligned with the governance structure of the BFUG?	
A.5.2 What would be the legal liability of the members of governance bodies (deliberative and/or executive bodies)?	

<p>A.5.3 What would be the rules for nomination, appointment or removal of members of such bodies? Please also describe the level of flexibility permitted to adjust those provisions.</p>	
<p>A.5.4 How would the BFUG and BFUG Board (or a similar executive structure) be in a position to take decisions in relation to the Secretariat, including related to the adoption and execution of the budget? Are there any restrictions?</p>	
<p>A.5.5 How would the establishment as an association impact the employment status of staff, the definition of staff profiles, remuneration/salary grids, ability to appoint/dismiss the Head of Secretariat and other employment rules? Please briefly elaborate if there are any additional regulations beyond the general labour laws.</p>	
<p>A.6 Do you see any particular rules and requirements that could pose difficulties for the BFUG, respectively its representative body, e.g. the BFUG Board or a committee to be established under the legal form. For example,</p> <ul style="list-style-type: none"> • specific requirements regarding nationality or residency of the associations' members, or the representatives of its governance structures, • limitations regarding the purpose of the legal form, • other practical requirements that might be difficult to implement (e.g. pertaining to the physical presence of the association's members, General Assemblies have to held in the country, national regulations that would restrict the activity of association with international members, or set specific rules for it, etc.) 	

B. Foundation

Can the Secretariat be established as a foundation, and what are the implications?

<p>B.1 Would it be possible to establish the Secretariat as a foundation under your national legislative framework? – If not at all possible, no need to answer the following questions in this section</p>	<p>NOT APPLICABLE</p>
<p>B.2 How easy and feasible is the establishment of a foundation as a long-term EHEA Secretariat in your own country?</p>	
<p>B.3 Please reference the specific provisions (primary law or other legislative provisions) that regulate foundations in your own country.</p>	
<p>B.4 Please explain whether and how, based on the legislative framework, an foundation would ensure the independence of the Secretariat, its legal and operational accountability exclusively to the BFUG and that the host would not have other legal, financial or organisational competencies or responsibilities than those shared by the BFUG collectively (see the Call for details on the interpretation of the independence principle)</p>	
<p>B.5 Please detail how the BFUG might exercise the governance and administrative responsibilities within a foundation under your national legislative framework, including</p> <p>B.5.1 Does the legislative framework for foundations mandate any specific governance bodies. If yes, how would the composition and competencies (authority) of such bodies be best aligned with the governance structure of the BFUG?</p>	
<p>B.5.2 What would be the legal liability of the members of governance bodies (deliberative and/or executive bodies)?</p>	
<p>B.5.3 What would be the rules for nomination, appointment or removal of members of such bodies? Please also describe the level of flexibility permitted to adjust those provisions.</p>	

<p>B.5.4 How would the BFUG and BFUG Board (or a similar executive structure) be in a position to take decisions in relation to the Secretariat, including related to the adoption and execution of the budget? Are there any restrictions?</p>	
<p>B.5.5 How would the establishment as a foundation impact the employment status of staff, the definition of staff profiles, remuneration/salary grids, ability to appoint/dismiss the Head of Secretariat and other employment rules? Please briefly elaborate if there are any additional regulations beyond the general labour laws.</p>	
<p>B.6 Do you see any particular rules and requirements that could pose difficulties for the BFUG, respectively its representative body, e.g. the BFUG Board or a committee to be established under the legal form. For example,</p> <ul style="list-style-type: none"> • specific requirements regarding nationality or residency of the foundations' members, or the representatives of its governance structures, • limitations regarding the purpose of the legal form, • other practical requirements that might be difficult to implement (e.g. pertaining to the physical presence of the foundation's members, General Assemblies have to held in the country, national regulations that would restrict the activity of foundation with international members, or set specific rules for it, etc.) 	
<p>B.7 In your view, between association or foundation, which legal form would fit best the criteria for the Secretariat and its link to BFUG governance? What would you see as advantages or disadvantages?</p>	
<p>B.8 If you did not propose an association or foundation in your expression of interest, would the establishment of the Secretariat in your country in such a legal</p>	

form impact your proposed contribution?

C. Other legal forms for the long-term Secretariat

If your expression of interest included any other legal form for establishing the Secretariat (i.e. not an association or a foundation), please answer this section.

C.1 Would the secretariat be a separate legal entity?	<i>It will be an entity of international nature legally established in accordance with Law No. 3335.</i>
C.2 If yes, what would be the legal entity? Please reference the specific provisions (primary law or other legislative provisions) that regulate in your own country.	<i>The establishment of the Secretariat in Türkiye will be in accordance with Law No. 3335, which permits the establishment of entities of international nature with a Presidential decree to be issued. This will be based on the Memorandum of Understanding (MoU) to be signed.</i>
C.3 If not,	
C.3.1 Who would be legally responsible for the Secretariat?	
C.3.2 What are the implications for the Secretariat regarding its competence to adopt, execute and manage the budget, open bank accounts, sign contracts and hire staff?	
C.3.3 Would this impact the employment status of staff, the definition of staff profiles, remuneration/salary grids, ability to appoint/dismiss the Head of Secretariat and other employment rules? Please briefly elaborate if there are any additional regulations in additional to generic labour laws.	
C.3.4 How would the BFUG relate to the Secretariat and the legal entity that governs it? E.g. would this be based on a written agreement? Of what legal status?	
C.4 What would you see as the major advantages of this legal form, compared to establishing it as an association or a foundation?	<i>As the Turkish legal system permits the creation of an entity of international nature only as stipulated by Law No. 3335, no comparison could be made with any association or foundation.</i>
C.5 What could be disadvantages?	

D. Additional questions for individual applicants

D.4 Türkiye

- i) Please clarify, for the issue of the presidential consent,
- a. What elements of the establishment requires permission (the act of establishment itself or also other elements regarding the organisation of the Secretariat)?

The establishment of the Secretariat depends on the Presidential decree based on the MoU to be signed. The MoU will establish the general terms, which shall be in consistent with laws and regulations of the country.

- b. Which are the requirements for receiving permission?

The first prerequisite is an EHEA resolution regarding the creation of the Secretariat in Türkiye. It would be crucial that the conditions of the MoU to be negotiated are fully compliant with the laws and regulations currently in effect in Türkiye.

- c. Are there any prior examples of similar presidential consents?

Due to the absence of any demand on the establishment of a long-term secretariat as an entity of international nature of an organization resembling the international legal status of EHEA, there are no prior examples.

- d. Are there any mandatory governance structures?

There are no mandatory governance structures. According to the MoU that will be signed, the Council of Higher Education (CoHE) will serve as the Secretariat's interlocutor.

- e. Can the president withdraw his permission? What would be the consequences for the secretariat and its staff?

The Council of Higher Education (CoHE) does not see any reason for such a withdrawal as long as the terms of the Memorandum of Understanding that will be signed are met and adhered to. On the other hand, as with any statutory provision, Presidential decrees may be amended or repealed, if deemed necessary.

- f. Is there any other way of establishing the Secretariat, without the presidential consent?

As EHEA is not an international organization, establishment of its long-term Secretariat in Türkiye can only be realized as explained above, in accordance with Law No. 3335.

- g. Do you have any examples for international organisations established with the presidential consent?

Answer, the same as in paragraph "c" above.

II. International staff

Please note that the Task Force considered that the salaries proposed for the Head of Secretariat and the policy staff (non-administrative staff) were not sufficiently internationally competitive, as determined in the Call. In this sense, based on the [United Nations' Common System Compensation Package](#), the TF proposed in the table attached (Annex I) a list of potential salaries, which do not represent actual proposals

for the salaries of the Secretariat, but guiding, estimate gross salaries helpful for better understanding the implications of the fiscal systems in the applicants' countries.

For each of the non-administrative staff category, the table includes a level/grade based on the UN system (for junior policy officer two levels), a minimum number of years of relevant experience (for the Head of Secretariat two alternative proposals), as well as information regarding dependant spouse and children.

Apart from base salary, the compensation includes post adjustment (to quantify differences in cost of living) and, in the case of the Head of Secretariat and senior policy officer, additional allowances.

II.1 Based on the table provided, please indicate for each category in the table the netto amount. Please take into account income tax, contributions to pension funds or healthcare, as well as other regular or customary levies.

II.2 Please explain how you reached the netto amount (what type of levies and the amount) the fiscal treatment of the allowances or other benefits, as well as any particular mandatory or customary pecuniary benefits (e.g. 13th or additional salary).

Table for answers related to questions II.1-2

NOTE: Please note that the answers from applicants for this question have not been distributed at this stage to the Bologna Follow-Up Group, due to their fictive nature. The data was requested for the internal calculations of the Task Force.

Category	Gross amount	Netto amount	Description/explanation
Head of Secretariat – 5 years of experience	Please take from the table (Annex I)		
Head of Secretariat – 10 years of experience	Please take from the table (Annex I)		
Senior policy officer	Please take from the table (Annex I)		
Junior policy officer – P2 level	Please take from the table (Annex I)		
Junior policy officer – P3 level	Please take from the table (Annex I)		

II.3 Please indicate, if not already provided,

II.3.1 The applicable national legal employment regulation (link, ideally to an English text version)

II.3.2 Any particular rules impacting international staff (in the case of applicants from EU countries, both EU and non-EU international staff)

II.4 Please explain how the BFUG would

II.4.1 appoint and dismiss the Head of Secretariat under the applicable employment regulations

III. In-kind support

III.1 In case you offered in your application in-kind support, please clarify the duration for which it would be offered and whether the in-kind support is backed by a firm commitment.

The CoHE will cover the rent for a period of eight years. In addition, the CoHE will also provide the initial furnishings. All other expenses—such as utilities (including electricity, water, heating, and internet), cleaning services, IT maintenance and software, as well as other miscellaneous costs—will be borne by the EHEA Secretariat. These issues will be negotiated in detail and inserted in the MoU to be signed once a decision is made to establish the Secretariat in Türkiye.

III.2 In case you have not already stated this, is there any limit of duration for which the Secretariat could be hosted?

III.3 In case you offer premises, are there any limitations regarding access, during weekends, holidays? Are there any restrictions for visitors?