



Erasmus+ Programme


Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional agreement 2017/18-2020/21 between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Yıldız Technical University Faculty of Electric and Electronics Computer Engineering Department	TR ISTANBU07	<u>Institutional:</u> Assoc.Prof.Dr. Bayram Ali Ersoy (<i>Institutional Erasmus Coordinator</i>) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr <u>Departmental:</u> Mrs. Songül Albayrak, YTU Davutpaşa Kampüsü, Elektrik-Elektronik Fakültesi, Bilgisayar Mühendisliği 34220 - İstanbul. TURKEY	http://www.bologna.yildiz.edu.tr/

		Phone: +902123835781 Fax: +902123835732 E-mail: songul@ce.yildiz.edu.tr	
Université de Valenciennes  Institut des Sciences et Techniques de Valenciennes (ISTV)	F VALENCI01	Institutional coordinator : M. Jonathan Brindle Pôle de Relations Internationales Le Mont Houy F-59313 Valenciennes, France Phone +33 (0) 327 51 77 35 erasmus@univ-valenciennes.fr Departmental coordinator : Pr. Smail Niar +33 (0) 327 51 19 48 smail.niar@univ-valenciennes.fr	http://www.univ-valenciennes.fr/ international: http://www.univ-valenciennes.fr/international course catalogue: http://formations.univ-valenciennes.fr/cdm/

B. Mobility numbers per academic year

[Paragraph to be added, if the agreement is signed for more than one academic year:

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Student Mobility for Studies	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
TR ISTANBU 07	F VALENCI01	061	TICs	3 rd	2x10=20 months	N/A
F VALENCI01	TR ISTANBU 07	061	TICs	3 rd	2x10=20 months	Only by individual agreement

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Trainin g
TR ISTANBU 07	F VALENCI01	061	TICs	2 staff X 5 days To be decided upon individual invitation	n/a
F VALENCI01	TR ISTANBU 07	061	TICs	2 staff X 5 days To be decided upon individual invitation	n/a

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instructio n 1	Language of instruction 2	Recommended language of instruction level ¹	
				Student Mobility for Studies [Minimum recommen ded level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07	n/a	Turkish	English	B1	B2
F VALENCI01	n/a	French	English Limited offer project work	FR = B1 EN = B1	B2

¹ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page]*.

D. Additional requirements

TR ISTANBU07:

F VALENCI01

Students who are candidate to incoming Erasmus+ mobility will be preselected by their home institution and nominated in advance by Email to erasmus@univ-valenciennes.fr.

The faculty concerned at UVHC will select the student based on the following criteria: language competence, higher education records, quality of learning agreement namely relevance between planned programme and the degree aimed at home institution. The UVHC is not able to accept incoming Erasmus+ students from subject areas not covered by the bilateral agreement.

Services offered in terms of welcome and integration of incoming Erasmus+ students are detailed in the International Student Welcome Guide.

The UVHC has adapted its facilities in order to allow access to people with disabilities. Furthermore, there is a dedicated office within the *Service Commun pour les Etudes et la Vie Etudiante* (SCEVE) which provides guidance and assistance to students with disabilities and special needs. In case of additional requirements in regard to academic, organisational or other aspects, please contact the SCEVE : international_in@univ-valenciennes.fr

Check our website on: <http://www.univ-valenciennes.fr/en/students-uvhc-s-partner-institutions-bilateral-exchanges-erasmus>

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ISTANBU07	Online Application Period 15 th May-15 th July	Online Application Period 15 th October-15 th December
F VALENCI01	Nomination 15 May Receipt of Application 31 May	Nomination 1st November Receipt of Application 15 November

2. The receiving institution will send its decision within [4] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [4] weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

F VALENCI01

A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI. For outgoing students from F VALENCI01, the Transcript including the effective dates of the mobility period is to be sent by E-mail to erasmus@univ-valenciennes.fr.

F. Information

1. Grading systems of the institutions

TR ISTANBU07:

<http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading>

F VALENCI01: <http://www.univ-valenciennes.fr/en/preparing-study-here>

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.konsolosluk.gov.tr/tr/en/start.aspx
F VALENCI01	<p>International Student Mobility Support (Service Commun pour les Etudes et la Vie Etudiante)</p> <p>International_in@univ-valenciennes.fr</p> <p>+33 (0) 327 51 7732</p> <p>International_out@univ-valenciennes.fr</p> <p>+33(0) 327 511 7731</p>	<p>For incoming students :</p> <p>http://www.univ-valenciennes.fr/en/entrance-and-residency-procedures</p> <p>According to the nationality, students may require a French student visa "VLS-TS".</p> <p>Students with a nationality concerned by the agreement CENTRE POUR LES ETUDES EN FRANCE dated 10/12/2007, will be declared to the French Embassy via the MAEDI platform "Etudes en France" and may benefit from a</p>

		simplified visa application procedure: interview waiver, fee waiver / reduced fee, simplified form
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3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749
F VALENCI01	International Student Mobility Support (Service Commun pour les Etudes et la Vie Etudiante) International_in@univ-valenciennes.fr +33 (0) 327 51 7732 International_out@univ-valenciennes.fr +33(0) 327 511 7731	

F VALENCI01

For incoming students: Students with citizenship from a European Economic Area Country and Switzerland must hold their European Health Insurance Card upon registration. Students with citizenship from outside the European Economic Area or Switzerland must register with the Student Social Security in France upon registration. This basic health cover may be completed with additional health care assurance to be subscribed individually.

<http://www.univ-valenciennes.fr/en/students-uvhc-s-partner-institutions-bilateral-exchanges-erasmus>

For outgoing students: Students must hold their European Health Insurance Card upon registration and be covered by a specific assurance package contracted by VALENCI01 for their stay, including civil liability, individual accident, Europe assistance.

4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

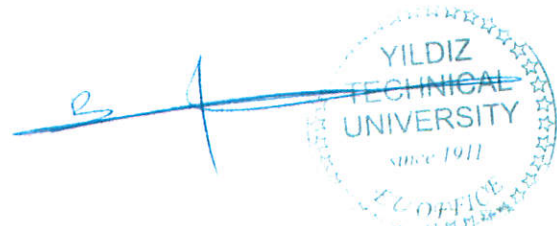

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation
F VALENCI01	International Student Mobility Support (Service Commun pour les Etudes et la Vie Etudiante) International_in@univ-valenciennes.fr +33 (0) 327 51 7732	

F VALENCI01

Guidance is provided to incoming mobile participants in finding accommodation. Applying for student accommodation in one of the halls of residence of the partner organization CROUS is facilitated.

http://www.univ-valenciennes.fr/en/en/vie_campus/logement_etr

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	22.03.2017	
F VALENCI01	Prof. Abdelhakim Artiba President	02/06/2017	

² Scanned signatures are accepted