KU LEUVEN

Erasmus+ Programme

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

Inter-institutional agreement 2014-20[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)Fa
KU Leuven Faculty of Engineering Technology	B LEUVEN01	Institutional Coordinator : Elke Timmermans tel. : +3216323767 e-mail : elke.timmermans@int.kuleuven.be Faculty coordinator: Dr. Kris Willems, Dean of the faculty Kris.willems@iiw.kuleuven.be Faculty Erasmus+ coordinator : Hilde Lauwereys Hilde.lauwereys@iiw.kuleuven.be or fet@kuleuven.be	Faculty website: www.iiw.kuleuven.be ECTS Information package : http://www.kuleuven.be/education/ects/package.html

| Yildiz Teknik Üniversitesi | TR ISTANBU07 | **Institutional:**

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Departmental Coordinator:
Assis. Prof. Dr. Emel Akyol
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Prof. Dr. Sevil YÜCEL (Bioengineering)
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E-mail: yuce.sevil9gmail.com
sykcel9yildiz.edu.tr | http://www.bologna.yildiz.edu.tr/ |

B. Mobility numbers per 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, 1st, 2nd or 3rd]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
B LEUVEN 01	TR ISTANBU07	71	Engineering technology: - chemical engineering - bioengineering	1,2	2×5	
TR ISTANBU 07	B LEUVEN01	71	Engineering technology: - chemical engineering - bioengineering	1,2	2×5	

2

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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training
B LEUVEN 01	TR ISTANBU07	71	Engineering technology	1X5	
TR ISTANBU0 7	B LEUVEN 01	71	Engineering technology	1X5	

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 instruc-tion 1	Language of instruc-tion 2	Recommended language of instruction level[1]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
B LEUVEN01		English	Dutch (no minimum)	B1*	C1
TR ISTANBU07		English		B1	B2

*B1 is equivalent to ILTS 6.5 or TOEFL iBT 79/80

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[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 detail on the language of instruction recommendations, see
http://www.kuleuven.be/admissions/language/lang_test

D. Additional requirements

KU Leuven (B LEUVEN01)

All practical information for incoming students (incl. application procedure) can be found on the website of International Admissions and Mobility : http://www.kuleuven.be/admissions/ . All incoming students are required to register via this website.

KU Leuven organises welcome activities for all international students, including Orientation Days and a Buddy Program. More information about these activities can be found on the website : http://www.kuleuven.be/welcome/

A Dutch language course, free of charge for Erasmus students, is organised by the Leuven Language Institute : http://ilt.kuleuven.be/english/cursus/andere_ned_vr_erasmus.php

The university also offers support for students with disabilities : http://www.kuleuven.be/studentenvoorzieningen/studentswithdisability/index.html

Partner institution

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
B LEUVEN01	The academic calendar can be found on http://www.kuleuven.be/english/about/ Deadline for autumn semester: 18th April 2014	The academic calendar can be found on http://www.kuleuven.be/english/about/ Deadline for spring semester: 15th October 2014
TR ISTANBU0 /	Online Application Period 15th May-15th July	Online Application Period 15th October-15th December

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 5 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

In the event of unilateral termination, a notice of at least one academic year will be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

1. Grading systems of the institutions

KU Leuven (B_LEUVEN01)

www.iiw.kuleuven.be/english

TR ISTANBU07:
http://www.pologna.yildiz.edu.tr/index.php?r=institution/grading

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
B LEUVEN 01	Ms. Trees Deloddere (Head of Int. Adm. and Mobility) Mr. Christophe Prince http://www.kuleuven.be/admissions/contact/index.html	http://www.kuleuven.be/admissions/travelling/visa.html
TR ISTANBU 07	incoming@yildiz.edu.tr	http://www.konsolosluk.gov.tr/tr/en/start.aspx

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:

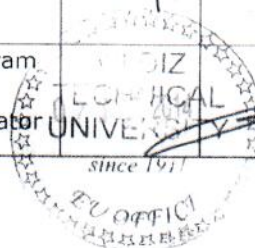| Institution [Erasmus code]	Contact details (email, phone)	Website for information
B LEUVEN 01	Int. Adm. and Mobility Case Administrator http://www.kuleuven.be/admissions/contact/index.html	http://www.kuleuven.be/english/services/insurances/
TR ISTANBU 07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749

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	Website for information
B LEUVEN01	For housing in Leuven	http://www.kuleuven.be/studentenvoorzieningen/accommodation/
	For housing on a campus in Ostend, Gent, Aalst, Sint-Katelijne-Waver, Geel, Diepenbeek	Contact: fet@kuleuven.be Contact persons on the campuses: see annex
TR ISTANBU0 7	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives or delegates e.g. dean of the faculty)

Institution [Erasmus code]	Name, function	Date	Signature[2]
B Leuven01	Dr. Kris Willems, Dean of the Faculty of Engineering Technology	12/09/14	
TR ISTANBU07	Assoc. Prof. Dr. Bayram Ali ERSOY, Erasmus Institutional Coordinator		

[2] Scanned signatures are accepted