



# Erasmus+ Programme

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

## **Inter-institutional agreement 2017-2021** **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**

<b>Name of the institution</b> (and department, where relevant)	<b>Erasmus code</b>	<b>Contact details (email, phone)</b>	<b>Website</b> (eg. of the course catalogue)
<b>Yıldız Technical University</b>	TR ISTANBU07	<b>Institutional:</b> Assoc.Prof.Dr. Bayram Ali Ersoy ( <i>Institutional Erasmus Coordinator</i> ) YILDIZ TECHNICAL UNIVERSITY AB OFFICE-34349 Yıldız, İstanbul, TÜRKİYE Tel: +90 212 383 2069 E-mail: <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a> <b>Departmental:</b> Prof.Dr. Sevil Yücel YTU, Faculty of Chemical and Metallurgical Engineering, Department of Bioengineering Esenler, İstanbul/TURKIYE Phone: +900212 383 4634 Fax: +900212 3834625	<a href="http://www.bologna.yildiz.edu.tr/">http://www.bologna.yildiz.edu.tr/</a>

		E-mail: yuce.sevil@gmail.com; syucel@yildiz.edu.tr	
<b>University of Chemical Technology and Metallurgy</b>	BG SOFIA20	<b>Institutional:</b> Prof.Dr. Rossica Ilcheva Betcheva Tel: +35928163263 E-mail: betcheva@uctm.edu	<a href="http://www.uctm.edu">http://www.uctm.edu</a>

### 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
TR ISTANBU07	BG SOFIA20	0519	Biological and related sciences, not elsewhere classified	1st - BA 2nd - MA 3rd - Doc	5*10=10	Only by individual agreement
BG SOFIA20	TR ISTANBU07	0519	Biological and related sciences, not elsewhere classified	1st - BA 2nd - MA 3rd - Doc	1*10=10	Only by individual agreement
						Only by individual agreement
						Only by individual agreement

FROM	TO	Subject	Subject	Number of staff mobility periods
------	----	---------	---------	----------------------------------

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	area code [ISCED]	area name	Staff Mobility for Teaching <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training
TR ISTANBU07	BG SOFIA20	0519	Biological and related sciences, not elsewhere classified	2*5=5	
		0711	Chemical engineering and processes	2*5=5	
BG SOFIA20	TR ISTANBU07	0519	Biological and related sciences, not elsewhere classified	2*5=5	
		0711	Chemical engineering and processes	2*5=5	

### 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 instruction 1	Language of instruction 2	Recommended language of instruction level <sup>1</sup>	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
TR ISTANBU07		English		B1	B2
BG SOFIA20		English	FR/DE	B1	B2

<sup>1</sup>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:

### BG SOFIA20:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office.

## 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 <sup>th</sup> May-15 <sup>th</sup> July	Online Application Period 15 <sup>th</sup> October-15 <sup>th</sup> December
BG SOFIA20	1 <sup>st</sup> July (for courses) Flexible for Diploma thesis and PhD students	15 <sup>th</sup> October (for courses) Flexible for Diploma thesis and PhD students

2. The receiving institution will send its decision within [8] 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. [*It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines*]
4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to 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**

### **TR ISTANBU07:**

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

### **BG SOFIA20: ECTS**

## **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
TR ISTANBU07	incoming@yildiz.edu.tr	<a href="http://www.konsolosluk.gov.tr/tr/en/start.aspx">http://www.konsolosluk.gov.tr/tr/en/start.aspx</a>
BG SOFIA20	<a href="mailto:tanya@uctm.edu">tanya@uctm.edu</a>	<a href="http://www.uctm.edu/index.php?option=com_content&amp;view=article&amp;id=1&amp;Itemid=154">http://www.uctm.edu/index.php?option=com_content&amp;view=article&amp;id=1&amp;Itemid=154</a>

## **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
TR ISTANBU07	incoming@yildiz.edu.tr	<a href="http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749">http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749</a>
BG SOFIA20	<a href="mailto:tanya@uctm.edu">tanya@uctm.edu</a>	<a href="http://www.uctm.edu/index.php?option=com_content&amp;view=article&amp;id=1&amp;Itemid=154">http://www.uctm.edu/index.php?option=com_content&amp;view=article&amp;id=1&amp;Itemid=154</a>

## **4. Housing**

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	<a href="http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749">http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749</a>
BG SOFIA20	<a href="mailto:tanya@uctm.edu">tanya@uctm.edu</a>	<a href="http://dl.uctm.edu/en/?q=node/11">http://dl.uctm.edu/en/?q=node/11</a>





#### 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	<a href="http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation">http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation</a>
BG SOFIA20	<a href="mailto:tanya@uctm.edu">tanya@uctm.edu</a>	<a href="http://dl.uctm.edu/en/?q=node/11">http://dl.uctm.edu/en/?q=node/11</a>

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	03.04.2017	 
BG SOFIA20	Prof. Dr. Rossica Betcheva <i>Dean, Erasmus Institutional Coordinator</i>	28.03.2017	 

<sup>2</sup>Scanned signatures are accepted

(Form No: FR-547; Revizyon Tarihi: 01.11.2013; Revizyon No:01)

