




Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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

Name of the institution (and department, where relevant), ERASMUS code, Website (eg. of the course catalogue)	ČESKÉ VYSOKÉ UČENÍ TECHNICKÉ V PRAZE CZECH TECHNICAL UNIVERSITY IN PRAGUE FACULTY OF ELECTRICAL ENGINEERING CZ PRAHA10 http://www.cvut.cz/en?set_language=en , course catalogue: http://www.cvut.cz/incomers/erasmus-exchange/prospectus
contact details (name, address, email, phone)	Erasmus Institutional Coordinator: Mrs. Dana Mrkvičková, Head of European Office, CTU in Prague – rectorate, Žitná 4, CZ-166 36 Prague 6 T : +420 2 2435 3436, F : +420 2 2431 1042, dana.mrkvickova@rek.cvut.cz Faculty coordinator: Otakar Vlček, Department of External Affairs, Technická 2, CZ-166 27 Prague 6 T : +420 224 352 360, F : +420 224 310 784, vlcekota@fei.cvut.cz
Name of the institution (and department, where relevant), ERASMUS code Website (eg. of the course catalogue)	YILDIZ TEKNİK ÜNİVERSİTESİ YILDIZ TECHNICAL UNIVERSITY TR ISTANBU 07 http://www.yildiz.edu.tr/en Erasmus Office: http://www.eu.yildiz.edu.tr/eu/
contact details (name, address, email, phone)	Erasmus Institutional Coordinator: Mrs Songül Albayrak Ytu davutpaşa kampüsü, elektrik-elektronik fakültesi, bilgisayar mühendisliği 34220 - Istanbul, TURKEY Phone: +902123835781 Fax: +902123835732 email: songul@ce.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, 1 st , 2 nd or 3 rd)	Student Mobility for Studies (number of students/total number of months)
CZ PRAHA10	TR ISTANBU 07	11.3	Informatics and Computing	1 st	2 stds /10 months
		11.3	Informatics and Computing	2 nd ,3 rd	2 stds /10 months
TR ISTANBU 07	CZ PRAHA10	11.3	Informatics and Computing	1 st	2 stds /10 months
		11.3	Informatics and Computing	2 nd ,3 rd	2 stds /10 months

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 Training
CZ PRAHA10	TR ISTANBU 07	11.3	Informatics and Computing	2	2
TR ISTANBU 07	CZ PRAHA10	11.3	Informatics and Computing	2	2

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 ¹	
				Student Mobility for Studies	Staff Mobility for Teaching
CZ PRAHA10		English	Czech	B2	B2
TR ISTANBU 07		English	Turkish	B1	B1

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

CTU in Prague: Students with disabilities could be accepted after the consultation with International Office. There are non-barrier rooms available in some dorms.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CZ PRAHA10	31 March- students from non-EU countries, 15 May – students from EU	31 October – students from non-EU countries, 30 November – students from EU
TR ISTANBU 07	15th May - 15th July	15th October - 15th December 2013

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 2 months after the deadline.
3. A Transcript of Records will be issued by the receiving institution no later than 1 month 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

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>

following disclaimer: "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

CTU in Prague: <http://www.cvut.cz/en/ects-ds/brief/sr>

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

ECTS grade	points	mark	Czech-in words	English-in words
A	100-90	1.0	VÝBORNĚ	EXCELLENT
B	89-80	1.5	VELMI DOBŘE	VERY GOOD
C	79-70	2.0	DOBŘE	GOOD
D	69-60	2.5	USPOKOJIVĚ	SATISFACTORY
E	59-50	3	DOSTATEČNĚ	SUFFICIENT
F	49-0	4	NEDOSTATEČNĚ	FAILED

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
CZ PRAHA10		http://www.cvut.cz/incomers/erasmus-exchange/visa
TR ISTANBU07	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
CZ PRAHA10		http://www.cvut.cz/incomers/erasmus-exchange/checklist
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 (email, phone)	Website for information
CZ PRAHA10	Ms Lucie Bilova, lucie.bilova@rek.cvut.cz , T: +420 2 2435 3467	http://www.cvut.cz/incomers/erasmus-exchange/a
TR ISTANBU 07	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudent

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
CZ PRAHA10	prof. Ing. Oldřich Starý, CSc.	13-11-2013	
TR ISTANBU 07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus</i>	26 DEC 2013	

² Scanned signatures are accepted

