



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² between programme countries [Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Fontys University of Applied Sciences Fontys University ICT College/Fontys University Engineering College	NL EINDHOVEN 3	Ellen de Croon e.decroon@fontys.nl Phone: +31 885078127	www.fontys.edu

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Yildiz Technical University Faculty of Electrical- 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	http://www.bologna.yildiz.edu.tr/
		<u>Departmental:</u> Mrs. Songül Albayrak, YTU Davutpaşa Kampüsü, Elektrik Elektronik Fakültesi, Bilgisayar Mühendisliği Bölümü 34220 - İstanbul, TURKEY Phone: +902123835781 Fax: +902123835732 E-mail: songul@ce.yildiz.edu.tr	

B. Mobility numbers⁵ 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] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
NL EINDHOV 03	TR ISTANBUO 7	06	ICT	1st	3/ 15 (3x5)	-
		07	Engineer ing	1st	3/ 15 (3x5)	-
TR ISTANBU 07	NL EINDHOV 03	06	ICT	1st	3/ 15 (3x5)	-
		07	Engineer ing	1st	3/ 15 (3x5)	-

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

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 *
NL EINDHOV0 3	TR ISTANBU07	06	ICT	1/ 1 week	1 week
		07	Engineeri ng	1/ 1 week	1 week
TR ISTANBU0 7	NL EINDHOV0 3	06	ICT	1/ 1 week	1 week
		07	Engineeri ng	1/ 1 week	1 week

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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
NL EINDHOV03	06 ICT 07 Engineering	English		C1	C1
TR ISTANBU07		Turkish	English	B1	B2

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

⁶ 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>

Institutes of Fontys University of Applied Sciences are advised to use the internal Quality Frameworks jointly developed by several Fontys schools containing criteria on the quality of partnerships and the quality of incoming and outgoing students and staff: Quality Framework Partnerships, Quality Framework Student Mobility, Quality Framework Staff Mobility. The frameworks are available upon request.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
Fontys University of Applied Sciences NL EINDHOV03	15 May	15 November
Yildiz Technical University TR ISTANBU07	Online Application Period 15 th May-15 th July	Online Application Period 15 th October-15 th December

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

2. The receiving institution will send its decision within [x] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [xx] 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. Information

1. Grading systems of the institutions

The European Credit Transfer System is the exclusive credit system at Fontys. The content of the exchange programme along with the credits are laid down in the Learning Agreement. The period abroad is part of the curriculum and as such fully recognized. A Transcript of Records is being used as a compulsory tool. Apart from these criteria, all Fontys Schools have explicit requirements regarding grades, motivation and competences the student must meet before he/she is allowed to study abroad. All students have a personal study career supervisor who helps them to follow the right procedures.

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
Fontys University of Applied Sciences NL EINDHOV03	internationalstudents@fontys.nl tel. 0031 (0)8850 74033 For incoming students	www.fontys.edu
Yildiz Technical University 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
Fontys University of Applied Sciences NL EINDHOV03	internationalstudents@fontys.nl tel. 0031 (0)8850 74033 For incoming students	www.fontys.edu

Yildiz Technical University TR ISTANBU07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749
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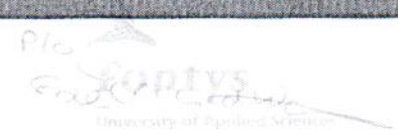
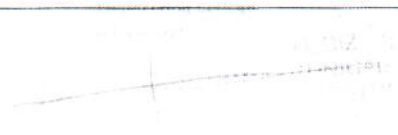
4. Housing

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
Fontys University of Applied Sciences NL EINDHOV03	internationalstudents@fontys.nl tel. 0031 (0)8850 74033 For incoming students	www.fontys.edu
Yildiz Technical University TR ISTANBU07	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
Fontys University of Applied Sciences NL EINDHOV03	A.P.W. Vissers, Director ICT	25.2014	
Yildiz Technical University TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	18.04.2014	

⁷ Scanned signatures are accepted