Erasmus+

Erasmus+ Programme

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

Inter-institutional[1] agreement 2016-2021
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	Contact details[2] (email, phone)	Website (eg. of the course catalogue)
Yıldız Technical University Faculty of Electric and Electronics Computer Engineering Department	TR ISTANBU07	**Institutional:** Assoc.Prof.Dr. Bayram Ali Ersoy (Institutional Erasmus Coordinator) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr **Departmental:** Mrs.Songül Albayrak, YTU Davutpaşa Kampüsü, Elektrik-Elektronik Fakültesi, Bilgisayar Mühendisliği 34220 - Istanbul. TURKEY Phone:+902123835781Fax: +902123835732 E-mail: songul@ce.yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/

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

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

| Politechnika Częstochowska (CZESTOCHOWA UNIVERSITY OF TECHNOLOGY) | PL CZESTOC01 | Institutional coordinator: Sebastian GOLDSZTAJN erasmus@adm.pcz.pl +48 34 3250 431 ul. Dąbrowskiego 69, room nr 3, 42-201 Częstochowa, POLAND Faculty coordinators: www.pcz.pl/english/coordinators | incoming students: www.pcz.pl/english/student courses: www.pcz.pl/english/courses incoming staff: www.pcz.pl/english/staff |

B. Mobility numbers[3] 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, 1st, 2nd or 3rd]	Student Mobility for Studies [total number of months of the study periods or average duration *]	Student Mobility for Traineeships
TR ISTANBU 07	PL CZESTOC01	061	Information and Communication Technologies (ICTs)	1st, 2nd, 3rd	2 students x 6 months [12]	Only by individual agreement
		071	Engineering and engineering trades		2 students x 6 months [12]	Only by individual agreement
PL CZESTOC01	TR ISTANBU 07	061	Information and Communication Technologies (ICTs)	1st, 2nd, 3rd	2 students x 6 months [12]	Only by individual agreement
		071	Engineering and engineering trades		2 students x 6 months [12]	Only by individual agreement

[*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.]

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[3] 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 *
TR ISTANBU 07	PL CZESTOC01	061	Information and Communication Technologies (ICTs)	4 pers. x 5 days x 8h	2 pers. x 5 days
		071	Engineering and engineering trades	4 pers. x 5 days x 8h	2 pers. x 5 days
PL CZESTOC01	TR ISTANBU 07	061	Information and Communication Technologies (ICTs)	4 pers. x 5 days x 8h	2 pers. x 5 days
		071	Engineering and engineering trades	4 pers. x 5 days x 8h	2 pers. x 5 days

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[4]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07		Turkish	English	(English) (B1)	(English) (B2)
PL CZESTOC01		Polish	English	B1+ (English) B1+ (Polish)	B2 (English) B2 (Polish)

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

PL CZESTOC01:

The Learning Agreement should be negotiated and agreed on by three sides – sending institution, receiving institution and the student - before student's arrival.
At the CUT the faculty's dean/vice-dean + both coordinators (faculty and institutional) will sign it.
Letter of Acceptance will be given by CUT not earlier than the Learning Agreement (students) or Mobility Agreement (staff) will be established.

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[4] 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

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please visit our website [links provided on the part A 1st / 2nd page] or contact the International Office: erasmus@adm.pcz.pl

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 15th May-15th July	Online Application Period 15th October-15th December
PL CZESTOC01	31 AUGUST	31 JANUARY

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

TR ISTANBU07: ACADEMIC CALENDAR is updated and published on:
http://www.yildiz.edu.tr/en/page/calendar

PL CZESTOC01: ACADEMIC CALENDAR is updated and published on:
www.pcz.pl/english/calendar

2. The receiving institution will send its decision within 6 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

   This agreement shall remain in force until the end of the Programme (2020/21). In case 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 2014 will only take effect as of 1 September 2014+1. "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 - Grading Scale:
http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading

PL CZESTOC01 - Grading Scale: www.pcz.pl/english/grades

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
PL CZESTOC01	**NOT REQIRED for EU citizens** for Non-EU citizens, please contact: erasmus@adm.pcz.pl +48 34 3250 431	www.pcz.pl/english/visa

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:

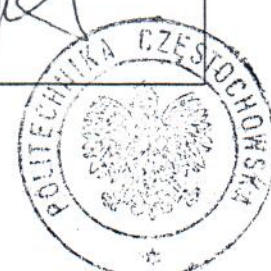| Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749
PL CZESTOC01	erasmus@adm.pcz.pl +48 34 3250 431	www.pcz.pl/english/insurance

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
PL CZESTOC01	erasmus@adm.pcz.pl +48 34 3250 431	www.pcz.pl/english/accomodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[5]
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy Institutional Erasmus Coordinator	2 5 MAR 2016	
PL CZESTOC01	Prof. Jacek PRZYBYLSKI Vice-Rector for Development	2016 -03- 2 4	

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[5] Scanned signatures are accepted