

Erasmus+ Programme




Inter-institutional agreement 2017/18 - 2020/21¹

Higher Education Student and Staff Mobility - Mobility for learners and staff

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This inter-institutional agreement will come into effect only if both institutions are holders of a valid Erasmus Charter for Higher Education and 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

At Szczecin University all Erasmus agreements at Szczecin University are signed and handled on a faculty or departmental level. Faculties and departments are responsible for its own Erasmus agreements and exchanges. Incoming exchange students can only study courses within the **partner faculty** unless otherwise agreed.

Name of the institution and department	Erasmus code	Contact details (name, email, phone)
Yildiz Technical University	TR ISTANBU07	Erasmus Institutional Coordinator: Assoc.Prof.Dr. Bayram Ali Ersoy Tel: +90 212 383 2069 Fax: +90 212 383 7192 E-mail: erasmus@yildiz.edu.tr Departmental Coordinator: Control and Automation Engineering Dr. Fatma Yildiz Tascikaraoglu E-mail: fayildiz@yildiz.edu.tr 
Technische Universität Darmstadt	D DARMSTA01	Dr. Jana Freihöfer Director of International Relations & Mobility Tanja Torres Alberich Institutional Erasmus+ Coordinator torres@pvw.tu-darmstadt.de

¹ Please enter the agreed period of validity of this agreement.

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		<p>Tel.: 0049 6151 16-24061</p> <p>Webpage: www.tu-darmstadt.de/europe_incomings</p> <p>Course catalogue: http://tiny.cc/tuda_vv_DE http://tiny.cc/tuda_vv_EN</p>
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B. Mobility numbers² per academic year

Student mobility for Studies (SMS)

FROM	TO	Subject area ISCED	Subject area name	Study cycle 1 st , 2 nd or 3 rd	Total number of students/months
TR ISTANBU07	D DARMSTA01	523	Electronics and automation	1 st , 2 nd , 3 rd	2/20
D DARMSTA01	TR ISTANBU07	523	Electronics and automation	1 st , 2 nd , 3 rd	2/20

Staff mobility for Teaching (STA)

FROM	TO	Subject area ISCED	Subject area name	Total number of staff mobility/days
TR ISTANBU07	D DARMSTA01	523	Electronics and automation	2 persons for 1-2 weeks
D DARMSTA01	TR ISTANBU07	523	Electronics and automation	2 persons for 1-2 weeks

Staff mobility for Training (STT)

FROM	TO	Subject area	Subject area name	Total number of staff mobility/days
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Mobility numbers can be given per sending/receiving institutions and per education field:
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

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ISCED				
TR ISTANBU07	D DARMSTA01	523	Electronics and automation	-
D DARMSTA01	TR ISTANBU07	523	Electronics and automation	-

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	Subject area ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ³	
				Student Mobility for Studies	Staff Mobility for Teaching Studies
TR ISTANBU07	523	English	Turkish	B1	B2
D DARMSTA01	523	German	English (only for English taught courses)	<i>German at least A2 or better and participation in intensive language course in September / March</i> <i>Or</i> <i>English B2 when participating in English taught courses only</i>	B2

D. Additional requirements

TR ISTANBU07:

1. Semester dates:

http://www.bologna.yildiz.edu.tr/index.php?r=institution/academic_calendar

2. Contact for students with disabilities:

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

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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>

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D DARMSTA01:

Exchange students guide:

<http://www.tu-darmstadt.de/international/exchangestudents/>

Guide for disabled students/ staff:

<http://www.tu-darmstadt.de/studieren/studienorganisation/handicap.de.jsp>

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 th May- 15 th July	Online Application Period 15 th October-15 th December
D DARMSTA01	Nomination until April 30 th Application deadline May 31st	Nomination until October 31 st Application deadline November 30th.

TR ISTANBU07:

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 4 weeks after the assessment period has finished at the receiving HEI and provided the student submitted all his assessment papers at the International Office.
4. Termination of the agreement

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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

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D DARMSTA01:

2. The receiving institution will send its decision within 5 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

[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

D DARMSTA01		TR ISTANBU07
University web site	https://www.tu-darmstadt.de/	http://www.bologna.yildiz.edu.tr/index.php?r=institution/description
Departmental web site		
International office	www.tu-darmstadt.de/europe_incomings	
Course catalogue:	http://tiny.cc/tuda_vv_DE http://tiny.cc/tuda_vv_EN	Main catalogue: http://www.eu.yildiz.edu.tr/sayfa/16/Course-Catalogue/172

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Grading system ⁴	Description of the grades in the "standard" grading system at D DARMSTA01		http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading
	1= excellent	= an excellent achievement	
	2= good	= an achievement considerably above average requirements	
	3= satisfactory	= an achievement fulfilling the average requirements	
	4= passed	= an achievement that still satisfies the requirements despite deficiencies	
	5 = failed	= an achievement that fails to fulfill the requirements because of considerable deficiencies	
Visa information ⁵	http://www.tu-darmstadt.de/europe_incomings		Ministry of Foreign Affairs: https://www.konsolosluk.gov.tr/eKonsolosluk/Sayfalar/Visa
Insurance information ⁶	http://tiny.cc/tuda_in_insurance		Student insurance: http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749
Housing ⁷	https://www.intern.tu-darmstadt.de/wohnengaestehaeuser/austauchstudierende/index.en.jsp		http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation
Students and Staff with disabilities	www.tu-darmstadt.de/studieren/studienorganisation/handicap.de.js		http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/forspecialneeds

⁴ It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide: http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

⁵ 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.

⁶ 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.

⁷ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution Erasmus code	Name, function	Date	Signature ⁸
TR ISTANBU07	Assoc. Prof. Dr. Bayram Ali ERSOY Institutional Erasmus Coordinator	16.06.17	
D DARMSTA01	Dr. Jana Freihöfer, Director of International Relations & Mobility		

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Scanned signatures are accepted