



Erasmus+ Programme

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

Inter-institutional agreement 2019-2022 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 (email, phone)	Website (eg. of the course catalogue)
YILDIZ TECHNICAL UNIVERSITY DEPARTMENT OF CIVIL ENGINEERING	TR ISTANBU07	Institutional Coordinator: Prof. Dr. Bayram Ali ERSOY (<i>Coordinator</i>) Tel: +90 212 383 5650 E-mail: erasmus@yildiz.edu.tr Departmental Coordinators: Assoc. Prof. Dr. Havva Anıl GÜNER Tel: +90 212 383 5169 E-mail: aari@yildiz.edu.tr Dr. Yıldırım Serhat ERDOĞAN Tel: +90 212 383 5193 E-mail: serhate@yildiz.edu.tr	www.erasmus.yildiz.edu.tr http://www.bologna.yildiz.edu.tr/
UNIVERSITÄT DUISBURG ESSEN	D ESSEN04	International Office Institutional Coordinator Ms Ira Terwyen ira.terwyen@uni-due.de +49 201 1832032 Administrative Contact: erasmus.agreements@uni-due.de Departmental Coordinator: Dr. Frank Schwarz frank.schwarz@uni-due.de	

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 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
TR ISTANBU07	D ESSEN04	0732	Building and Civil Engineering	1 st	4x10=40	Only by individual agreement
D ESSEN04	TR ISTANBU07	0732	Building and Civil Engineering	1 st	4x10=40	Only by individual agreement

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 ISTANBU07	D ESSEN04	0732	Building and Civil Engineering	1 teacher/1 week	Only by individual agreement
D ESSEN04	TR ISTANBU07	0732	Building and Civil Engineering	1 teacher/1 week	Only by individual agreement

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 [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07		English		B1	B2
D ESSEN04		German A2 minimum	English	B2	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

TR ISTANBU07: Exchange students are required to complete the online application (<http://www.ytuerasmus.yildiz.edu.tr>) by the deadlines and electronically attach the following documents: Application Form, Learning Agreement and bio-data page of the passport.

The physical infrastructure and the living conditions at the Yildiz Technical University are aimed at providing a welcoming environment for the disabled students and staff members.

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

D ESSEN04:

https://www.uni-due.de/international/exchange_students.php

E. Calendar

- 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 ESSEN04	Nomination May 1st Application June 1st	Nomination November 1st Application December 1st

¹For 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>

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. *[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

TR ISTANBU07:

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

Grading System in D ESSEN04

Description of the institutional grading system:

- 1,0 = sehr gut/ very good, excellent; (A)
- 1,3 = sehr gut/ very good, excellent (-); (A-)
- 1,7 = gut/ good (+); (B+)
- 2,0 = gut/ good; (B)
- 2,3 = gut/ good (-); (B-)
- 2,7 = befriedigend/ satisfactory (+); (C+)
- 3,0 = befriedigend/ satisfactory; (C)
- 3,3 = befriedigend/ satisfactory (-) (D+)
- 3,7 = ausreichend/ sufficient, low pass (+); (D)
- 4,0 = ausreichend/ sufficient, low pass (E)
- 4,3 - 6,0 = nicht bestanden/ unsatisfactory, failed

2. Visa and Residence Permit

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 +90 212 383 56 55	http://www.goc.gov.tr/main/Eng_3 https://e-ikamet.goc.gov.tr/
D ESSEN04	Students: Ms Laura Seidel exchange.incoming@uni-due.de Staff: Ms Ira Terwyen ira.terwyen@uni-due.de	http://www.uni-due.de/welcome-services/en/nde_registration.php (For EU-Citizens) http://www.uni-due.de/welcome-services/en/nde_fro.php (For non EU-Citizens)

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 +90 212 383 56 55	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749 https://e-ikamet.goc.gov.tr/
D ESSEN04	Students: Ms Laura Seidel exchange.incoming@uni-due.de Staff: Ms Ira Terwyen ira.terwyen@uni-due.de	http://www.uni-due.de/welcome-services/en/pi_doctor.php

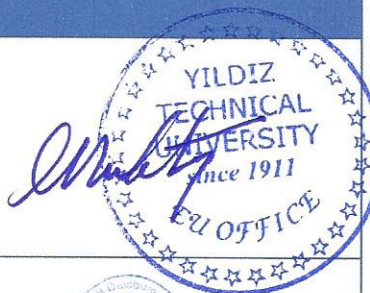
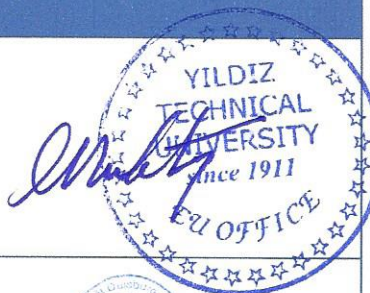


4. Housing

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 +90 212 383 56 55	http://www.erasmus.yildiz.edu.tr/page/Erasmus-Studies-Europe/Accommodation/474
D ESSEN04		http://studentenwerk.essen-duisburg.de/wohnen/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU07	Prof. Dr. Murat Sari Institutional Vice Coordinator	24.05.19	 
D ESSEN04	Ms Ira Terwyen Institutional Coordinator	16.05.19	 

²Scanned signatures are accepted

Annex II to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet

1. Institutional Information

1.1. Institutional details

Name of the institution	Universität Duisburg-Essen
Erasmus Code / PIC	D ESSEN04 / 999843312
ECHE	220383-LA-1-2014-1-DE-E4AKA1
Institution Web site	http://www.uni-due.de
International relations office Web site	http://www.uni-due.de/international/
Online course catalogue	http://www.lsf.uni-due.de/

1.2. Main contacts

Contact person	Ms Ira Terwyen
Responsibility	Erasmus Institutional coordinator
Contact details	International Office Universitätsstr. 15, 45141 Essen, Germany Tel.: +49 201 12832032, FAX: +49 201 1832257 E-Mail: ira.terwyen@uni-due.de

Contact person	Ms Ira Terwyen, International Office
Responsibility	Administrative contact for bilateral agreements
Contact details	Universitätsstr. 15, 45141 Essen, Germany Tel.: +49 201 12832032 E-Mail: ira.terwyen@uni-due.de

Contact person	Ms Marion Kowalski, International Office
Responsibility	Contact person for outgoing students/staff/ Counseling for students with special needs
Contact details	Universitätsstr. 15, 45141 Essen, Germany Tel.: +49 201 1834610 E-Mail: erasmus@uni-due.de

Contact person	Ms Laura Seidel, International Office
Responsibility	Contact person for incoming students/staff/ Counseling for students with special needs
Contact details	Geibelstr. 41, SG 120, 47057 Duisburg. Germany Tel.: +49 203 3791337 E-Mail: exchange.incomings@uni-due.de

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies			A good command of German(depending on the faculty B1) / English B1
Staff Mobility for Teaching			German B1-B2/ English B2-C1

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

For more details on the language of instruction recommendations, please refer to our course catalogue.

2.2. Additional requirements

https://www.uni-due.de/international/exchange_students.php

2.3. Calendar

Winter term	01.10.-31.03.
Summer term	01.04.-30.09.

2.3.1. Nomination Deadlines

Winter term	01.05.
Summer term	01.11.

Applications/information on students nominated must reach our institution by:

Winter term	01.06.
Summer term	01.12.

2.3.2. Decision Response

Approx. 1 month after application deadline

2.3.3. Transcripts of Records

A Transcript of Records will be issued after the assessment period has finished at our institution.

2.3.4. Termination of Agreement

This agreement can be terminated at any time by mutual consent. 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 of one given year will only take effect as of 1 September of the next year. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

3. Additional information

3.1. Grading system

Description of the institutional grading system:

- 1,0 = sehr gut/ very good, excellent; (A)
- 1,3 = sehr gut/ very good, excellent (-); (A-)
- 1,7 = gut/ good (+); (B+)
- 2,0 = gut/ good; (B)
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- 3,0 = befriedigend/ satisfactory; (C)
- 3,3 = befriedigend/ satisfactory (-) (D+)
- 3,7 = ausreichend/ sufficient, low pass (+); (D)
- 4,0 = ausreichend/ sufficient, low pass (E)
- 4,3 - 6,0 = nicht bestanden/ unsatisfactory, failed

3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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:

Contact person	Ira Terwyen
Responsibility	Deputy Director International Office
Contact details	ira.terwyen@uni-due.de
Website	http://www.uni-due.de/welcome-services/en/nde_registration.php (for EU citizens) http://www.uni-due.de/welcome-services/en/nde_fro.php (For non EU citizens)

3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education: http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm. We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Contact person	Ms Ira Terwyen
Responsibility	Deputy Director International Office
Contact details	ira.terwyen@uni-due.de
Website	http://www.uni-due.de/welcome-services/en/pi_doctor.php

3.4. Housing

Our institution will guide incoming student/staff 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:

Contact person	
Responsibility	
Contact details	
Website	http://studentenwerk.essen-duisburg.de/wohnen/

