



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



OTTO VON GUERICKE
UNIVERSITÄT
MAGDEBURG

**Inter-institutional agreement 2017/18-2020/21
between programme countries
[Minimum requirements]¹**

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 Avrupa Birliği Ofisi, Taş Kışla Binası A-1004 34220 Esenler, İstanbul, Türkiye	TR ISTANBU07	Prof.Dr. Bayram Ali Ersoy Institutional Erasmus+ Coordinator phone: +90 212 383 5650 fax: +90 212 383 5656, erasmus@yildiz.edu.tr incoming@yildiz.edu.tr	www.eu.yildiz.edu.tr www.bologna.yildiz.edu.tr
Faculty of Mechanical Engineering		Assoc.Prof.Dr.Orhan Çakır Departmental Coordinator phone: +90 212 383 2750 orhanc@yildiz.edu.tr	www.mkm.yildiz.edu.tr
Otto von Guericke University Magdeburg International Office, Universitätsplatz 2, 39106 Magdeburg, Germany	D MAGDEBU01	Reena Schliephake, ERASMUS Institutional Coordinator, phone: +49 391 67 18742, fax: +49 391 67 11132, reena.schliephake@ovgu.de	www.ovgu.de/international
Faculty of Mechanical Engineering (FMB)		Prof. Jens Strackeljan Tel: +49 391 67 58543 Fax: +49 391 67 11157	www.fmb.ovgu.de

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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

B. Mobility numbers³ 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 September in the preceding academic year.

Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle ⁴	Number of student mobility periods ⁵
TR ISTANBU07	D MAGDEBUR01	0715	Mechanical engineering	1 st	1x10 =10 (total months)
D MAGDEBU01	TR ISTANBU07	0715	Mechanical engineering	1 st	1x10 =10 (total months)
TR ISTANBU07	D MAGDEBU01	0715	Mechanical engineering	2 nd , 3 rd	1x10 =10 (total months)
D MAGDEBU01	TR ISTANBU07	0715	Mechanical engineering	2 nd , 3 rd	1x10 =10 (total months)

Staff Mobility for Teaching

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 ⁶
TR ISTANBU07	D MAGDEBUR01	0715	Mechanical engineering	5 days
D MAGDEBU01	TR ISTANBU07	0715	Mechanical engineering	5 days

³ ISCED Area Code: <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

⁴ 1st: undergraduate, 2nd: master or 3rd: PhD.

⁵ Total number of months of the study period

⁶ Total number of days of teaching periods or average duration

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]	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁷	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07	English	Turkish	B2	B2
D MAGDEBU01	German	English	B2	B2

Where there is a compulsory language requirement, it must be indicated in this agreement. For more details on the language of instruction recommendations, see the course catalogue of each institution.

Required language skills of TR ISTANBU07

Please visit: www.eu.yildiz.edu.tr/en

Required language skills of D MAGDEBU01

Applicants whose principal language of instruction at their home university is other than English or German must deliver a valid English, or German, proficiency certificate together with the ERASMUS study application. Without such German and/or English language proof, on B2 ("upper intermediate") CEFR level, the ERASMUS study application cannot be accepted. Applicants, who wish to take OVGU courses in English, must provide a relevant English language proficiency certificate. Applicants, who wish to take OVGU courses in German, must provide a relevant German language proficiency certificate. Those certificates must be issued and signed by competent language teachers.

D. Additional requirements⁸

Additional requirements of TR ISTANBU07

Please visit: www.eu.yildiz.edu.tr/en

Additional requirements of D MAGDEBU01

The Welcome & Orientation Week is compulsory for incoming students. All accepted exchange students shall be informed of the Welcome Week's programme via e-mail after mid-February (summer semester) or mid-September (winter semester).

The Otto von Guericke University has the infrastructure to welcome students and staff with disabilities.

<https://www.uni-magdeburg.de/Universitaet/Organisation/Beauftragte/Behindertenbeauftragte.html>

⁷ 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>

⁸ To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff. (Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.)

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	15 May-15 July	15 October-15 December
D MAGDEBU01	15 July (winter term)	15 January (summer term)

2. The receiving institution will send its decision within six weeks.

3. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
TR ISTANBU07	September - January	February - June
D MAGDEBU01	October - March (winter term)	April - September (summer term)

4. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
5. Termination of the agreement: In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. *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. Students selected prior the date of notification must be admitted by the receiving institution.* 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

Grading system of TR ISTANBU07

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

Grading system of D MAGDEBU01

Grade	Description German/English	Definition
1	sehr gut / excellent	outstanding performance
2	gut / good	performance significantly above the average standard
3	befriedigend / satisfactory	performance corresponding to the average standard
4	Ausreichend / pass	performance which, despite certain shortcomings, still satisfies the requirements
5	nicht ausreichend / fail	performance which, because of significant shortcomings, no longer satisfies the requirements

To enable a differentiated assessment of examination performances, individual grades may be raised or lowered by 0.3 to fractional amounts; the grades 0.7; 4.3; 4.7 and 5.3 are however not possible.

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	erasmus@yildiz.edu.tr incoming@yildiz.edu.tr	http://www.goc.gov.tr/main/Eng_3 https://e-ikamet.goc.gov.tr/
D MAGDEBU01	International Office Anne-Katrin.Behnert@ovgu.de ; +49 391 67 12634	http://www.ovgu.de/unimagdeburg/en/International/Incoming/Students/Before+Your+Course+Begins/Immigration+Authorities.html

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	erasmus@yildiz.edu.tr incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749 https://e-ikamet.goc.gov.tr/
D MAGDEBU01	International Office Anne-Katrin.Behnert@ovgu.de ; +49 391 67 12634	http://www.ovgu.de/unimagdeburg/en/International/Incoming/Students/Before+Your+Course+Begins/Health+Insurance.html






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	erasmus@yildiz.edu.tr incoming@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/en/sayfa/8/Erasmus-Student-Network/185
D MAGDEBU01	International Office Anne-Katrin.Behnert@ovgu.de ; +49 391 67 12634	http://www.ovgu.de/unimagdeburg/en/International/Incoming/Students/Before+Your+Course+Begins/Accommodation.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁹
TR ISTANBU07	Prof. Dr. Bayram Ali Ersoy Institutional Erasmus+ Coordinator	10 JUL 2017	 
TR ISTANBU07	Assoc.Prof.Dr.Orhan Çakır Departmental Coordinator	10.07.2017	
D MAGDEBU01	Reena Schliephake, ERASMUS Institutional Coordinator	17/7/17	
D MAGDEBU01	Prof. Jens Strackeljan Faculty of Mechanical Engineering (FMB)	24.7.17	

⁹ Scanned signatures are accepted