



Erasmus+ Programme

Key Action 1

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

Inter-institutional agreement 2014-2021 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 (email, phone)	Website (url of the course ERASMUS)
Yildiz Technical University	TR-ISTANBU07	Institutional: Assoc.Prof.Dr. Bayram Ali Ersoy (Institutional Erasmus Coordinator) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr Departmental: Assoc. Prof. Ugur Savas Selamogullari Yildiz Technical University Electrical Engineering Department 34220 Istanbul Turkey Phone: 90 212 383 5820 Fax: 90 212 383 58 58 E-mail: selam@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/

GOTTFRIED WILHELM LEIBNIZ UNIVERSITÄT HANNOVER	D HANNOVE01	Institutional coordinator: Dott. Francesco Ducatelli, ERASMUS Institutional Coordinator, International Office, Welfengarten 1a, 30167 Hannover, Germany, eMail: Francesco.ducatelli@zuv.uni- hannover.de, Phone: +49 511 762 4867, Fax: +49 511 762 4090	http://www.international.uni-hannover.de/austauschprogramme.htm?&L=1
		Departmental Coordinator: Prof. Dr. Jörn Ostermann, Leibniz Universität Hannover, Faculty of Electronic Engineering and Computer Sciences, Appelstraße 11, 30167 Hannover, Germany, Phone: +49 511 762 5516, Email: ostermann@tnt.uni-hannover.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 of area code (ISCED 1)	Subject area name	Study 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 Internships
TR ISTANBU07	D HANNOVE01	523	Electronics and automation	1st, 2nd, 3rd	1 student x 10 months	-
D HANNOVE01	TR ISTANBU07	523	Electronics and automation	1st, 2nd, 3rd	1 student x 10 months	-

FROM (Institute code of the sending institution)	TO (Institute code of the receiving institution)	Subject area code (ISCED)	Subject area name	Number of staff mobility periods	
				Staff mobility for Teaching	Staff mobility for Training
TR ISTANBU07	D HANNOVE01	523	Electronics and automation	1 staff x 1 week	-
D HANNOVE01	TR ISTANBU07	523	Electronics and automation	1 staff x 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 (Institute 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: B1)
TR ISTANBU07		English		B1	B2
D HANNOVE01	Any	German	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].

¹ 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>

D. Additional requirements

TR ISTANBU07: Enrolment only if 30 ECTS per semester.

D HANNOVE01: Leibniz Universität Hannover provides the infrastructure to welcome students and staff with disabilities: <http://www.gleichstellungsbuero.uni-hannover.de/gsb.html?&L=1>

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 HANNOVE01	Nomination: 30/04 Application: 31/05	Nomination: 15/11 Application: 15/12

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>

D HANNOVE01: the following scale is used for all types of evaluations/examinations:

German grade	Translation
sehr gut (1,0 or 1,3)	very good - outstanding performance
gut (1,7 or 2,0 or 2,3)	good - generally sound work with some minor errors
befriedigend (2,7 or 3,0 or 3,3)	satisfactory - fair but with significant shortcomings
genügend (3,7 or 4,0)	sufficient - performance meets the minimum criteria
nicht genügend (5,0) or unbestanden	failed
bestanden	Passed without grade

http://www.international.uni-hannover.de/fileadmin/institut/pdf/ectskey_en.pdf

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
D HANNOVE01	Francesco.ducatelli@zuv.uni-hannover.de , +49 511 762 4867	http://www.international.uni-hannover.de/visum_hannover.html?&L=1

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
D HANNOVE01	Francesco.ducatelli@zuv.uni-hannover.de , +49 511 762 4867	http://www.international.uni-hannover.de/versicherungen_hannover.html?&L=1


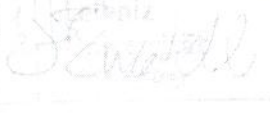
4. Housing

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
D HANNOVE01	zimmervermittlung@io.uni-hannover.de	http://www.international.uni-hannover.de/zimmervermittlung_hannover.html?&L=1

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution (Erasmus code)	Name, function	Date	Signature
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>		
D HANNOVE01	Dott. Francesco Ducatelli <i>Erasmus Institutional Coordinator</i>	27.09.2016	

² Scanned signatures are accepted