



Erasmus+ Programme

Key Action 1

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

Inter-institutional agreement 2017-2021

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)
BUDAPEST UNIVERSITY OF TECHNOLOGY AND ECONOMICS	HU BUDAPES02	Institutional Coordinator: Gabriella ZSADÁNYI, Erasmus Office, Műgyetem rkp.7-9., 1111 Budapest, Hungary Email: erasmus@kth.bme.hu Tel. +36 1 463 1622 Fax. +36 1 463 2550 Faculty Coordinator: Adam TOROK, Faculty of Transport Engineering and Vehicle Engineering, Email: torok.adam@mail.bme.hu	http://kth.bme.hu/en
Yıldız Technical University	TR ISTANBU07	<u>Institutional:</u> Assoc. Prof. Dr. Bayram Ali Ersoy Tel: +90 212 383 2747 E-mail: erasmus@yildiz.edu.tr <u>Departmental:</u> Assoc.Prof.Dr. Mehmet Güray Güler Tel: +90 212 383 2069 E-mail: mgguler@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/

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

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

B. Mobility numbers³ per academic year

FROM [Erasmus code of the sending institution]		Subject area code * [ISCED]	Subject area name *	Number of staff mobility/ periods (sum)	
				Staff Mobility for Teaching <i>[total number staff and of days of teaching periods or average duration*]</i>	Staff Mobility for Training *
HU BUDAPES02	TR ISTANBU07	0716	Motor vehicles, ships and aircraft	2 staff * 10 days/staff = 20 days	tbd
TR ISTANBU07	HU BUDAPES02	0716	Motor vehicles, ships and aircraft	2 staff * 10 days/staff = 20 days	tbd

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 ⁴	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
HU BUDAPES02		English	Hungarian	B2	B2
TR ISTANBU07		English		B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution

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>

⁴For 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

[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]
HU BUDAPES02	1 May	1 November
TR ISTANBU07	15 th May-15 th July	15 th October-15 th December

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

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 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

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁵. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

⁵http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

TR ISTANBU07:

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

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
HU BUDAPES02		
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.konsolosluk.gov.tr/tr/en/start.aspx

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
HU BUDAPES02		
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749



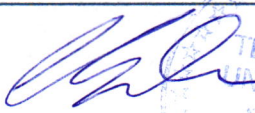

4. Housing

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
HU BUDAPES02		
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
HU BUDAPES02	Médea TERCZY Institutional Erasmus Coordinator	09/03/2017	 
TR ISTANBU07	Assoc. Prof. Dr. Bayram Ali Ersoy Institutional Erasmus Coordinator	28.03.2017	 

⁶Scanned signatures are accepted