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 (eg. of the course catalogue)
Yıldız 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. Dr. Sevgi Kocaoba Tel:+90 212 3834152 Email:kocaobasevgi@hotmail.com	http://www.bologna.yildiz.edu.tr/

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Universidade de Évora	P EVORA01	**Institutional:** **Profª Hermínia Vilar** – ERASMUS Institutional Coordinator	www.uevora.pt
		Departmental: **Drª Teresa Nogueiro**, Mobility and International Relations Office Email: dmri@uevora.pt Telf: +351 266760242 Address: Rua Duques de Cadaval, Edifício de Santo Agostinho, 7000 Évora, Portugal	Erasmus incoming information: http://www.ip.uevora.pt/en

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, 1st, 2nd or 3rd]	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 ISTANBU 07	P EVORA01			$1^{st}, 2^{nd},$ 3rd	4 x 10	Only by individual agreement
P EVORA01	TR ISTANBU 07			$1^{st}, 2^{nd},$ 3rd	2 x 5	Only by individual agreement
						Only by individual agreement
						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 ISTANBU 07	P EVORA01	13.3	Chemistry	5	5
P EVORA01	TR ISTANBU07	13.3	Chemistry	5 days	5 days

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]

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[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

TR ISTANBU07		English		B1	B2
P EVORA		Portuguese	English	B1	

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

P EVORA01:

- Master students it´s required to send a bachelor certificate OR a transcript of records with 180 ECTS credits to the Mobility and International Relations Office. All master programs are successive master programs at P EVORA 01. A following master's program builds on a previously completed bachelor's program **in the same field of studies**.

- It´s also required to PhD students to send a master certificate to the Mobility and International Relations Office. PhD students will only receive ECTS credits if they complete courses at the host institution. Therefore, they will not receive any ECTS credits from the host institution for PhD-related research they undertake. The home institution is responsible for accrediting PhD students with ECTS credits for research completed at the host institution.

- It is not possible for students to hand-in their final BA-/MA-/PhD-thesis at the host institution. Final theses need to be graded by the home institution.

- Univeristy of Évora offers counseling for students with disabilities and chronic diseases. We assist with finding suitable accommodation (wheelchair users are advised to apply for accommodation as early as possible), we provide information about public transport, access to health care, and about financial support in case of additional disability expenditure on the part of the student. The Office for Students with Special Needs moreover gives information concerning the accessibility of university buildings and helps to move a class to another room, if needed. Accommodated study and exam conditions, e.g. additional study papers for blind and visually impaired students, or extra time to use technical devices during exams can also be arranged.

    Contacts - email: dmri@uevora.pt   telephone: +351 266 760242

- For the implementation of STA/STT-mobilities, a letter of invitation – issued by the University of Évora – contact person – is required.

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 15th May-15th July	Online Application Period 15th October-15th December
P EVORA01	July, 15th	November, 15th

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

P EVORA01:

ECTS Credits: University of Évora uses the *European Credit Transfer and Accumulation System* (ECTS) which is a workload-based system for measuring and comparing study results. The student is awarded a certain number of ECTS credits for each course which reflects the workload necessary to successfully complete a course.

Credits are awarded only when the student has fulfilled the course requirements, for example regular attendance. The credits are allocated by the individual departments in accordance with the standard workload determined by the respective study and examination regulations whereby one credit equals 26 hours of study.

GRADES:

ECTS classification	E	D	C	B	A
Portuguese definition	Sufficient	Satisfactory	Good	Very Good	Excellent
Portuguese grade (10-20)	10-11	12-13	14-15	16-17	18-20

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
P EVORA01	Mobility and International Relations Office Email: dmri@uevora.pt	http://www.ip.uevora.pt/en

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:

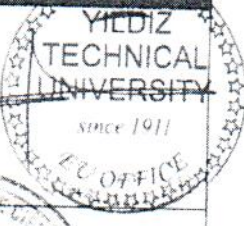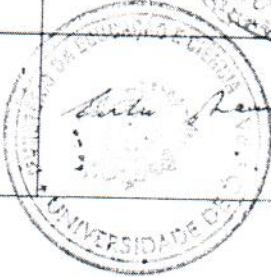| Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=15 7585774492069642749
P EVORA01	Mobility and International Relations Office Email: dmri@uevora.pt	www.estudar.uevora.pt > apoio ao estudante > seguro escolar

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=i nfoforstudents/accommodation
P EVORA01	Mobility and International Relations Office Email: dmri@uevora.pt	http://www.ip.uevora.pt/en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[2]
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy *Institutional Erasmus Coordinator*	20 DEC 2018	