



# Erasmus+ Programme


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

## Inter-institutional agreement 2014-2017 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)
Obuda University	HU BUDAPES16	<b>Institutional coordinator :</b> Mrs. Mária Dudás, Director Centre for International Mobility <a href="mailto:dudas.maria@rh.uni-obuda.hu">dudas.maria@rh.uni-obuda.hu</a> Tel: +36 1 666 5050 <b>Academic contact:</b> Mechanical Engineering: Bánki Donát Faculty Mr. Szakács, Tamás <a href="mailto:szakacs.tamas@bgk.uni-obuda.hu">szakacs.tamas@bgk.uni-obuda.hu</a> Electrical Engineering: Kandó Kálmán Faculty Mr. Kucsera Péter	<a href="http://erasmus.uni-obuda.hu/en/">http://erasmus.uni-obuda.hu/en/</a>

		<a href="mailto:kucsera.peter@kvk.uni-obuda.hu">kucsera.peter@kvk.uni-obuda.hu</a>	
YILDIZ TEKNİK UNİVERSİTESİ (YILDIZ TECHNICAL UNIVERSITY)	TR ISTANBU07	<b>Erasmus Institutional Coordinator:</b>  Assoc.Prof.Dr. Bayram Ali Ersoy ( <i>Institutional Erasmus Coordinator</i> ) Tel: +90 212 383 2069 Fax: +90 212 383 7192 E-mail: <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a>  <b>Academic Coordinator</b>  Dr. Janset DASDEMİR, Control & Automation Eng. Dept. 34349, Istanbul, TURKEY Tel: +90 212 383 2462 Fax: +90 212 383 2507 e-mail: <a href="mailto:janset@yildiz.edu.tr">janset@yildiz.edu.tr</a>	<a href="http://www.bologna.yildiz.edu.tr/">http://www.bologna.yildiz.edu.tr/</a>  
[...]			

## B. Mobility numbers 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 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
HU BUDAPES16	TR ISTANBU07	0714	Electronics and automation	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2x5 (10)	Only by individual agreement
HU BUDAPES16	TR ISTANBU07	0716	Motor vehicles	1 <sup>st</sup> , 2 <sup>nd</sup>	2x5 (10)	Only by individual agreement
TR ISTANBU07	HU BUDAPES16	0716	Motor vehicles	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2x5 (10)	Only by individual agreement



TR ISTANBU07	HU BUDAPES16	0714	Electronics and automation	1 <sup>st</sup> , 2 <sup>nd</sup> ,	2x5 (10)	Only by individual agreement
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*[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]*

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 *
HU BUDAPES16	TR ISTANBU07	0714	Electronics and automation	1 week/8 hours	1 week
TR ISTANBU07	HU BUDAPES16  Kandó Kálmán Faculty of Electrical Eng.	0714	Electronics and automation	1 week/8 hours	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  [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>1</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching [Minimum]

<sup>1</sup> 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>

				[Minimum recommended level: B1]	recommended level: B2]
HU BUDAPES16	any	Hungarian	English	B2	B2
TR ISTANBU07	any	English	-----	B1	B2

#### D. Additional requirements:

##### HU BUDAPES16

###### 1. Semester dates:

<http://erasmus.uni-obuda.hu/en/semester-info>

###### 2. Contact for students with disabilities:

[projectoffice@uni-obuda.hu](mailto:projectoffice@uni-obuda.hu)

###### 3. Departmental Coordinators of

<http://erasmus.uni-obuda.hu/en/contacts>

##### TR ISTANBU07:

###### 1. Semester dates:

[http://www.bologna.yildiz.edu.tr/index.php?r=institution/academic\\_calendar](http://www.bologna.yildiz.edu.tr/index.php?r=institution/academic_calendar)

###### 2. Contact for students with disabilities:

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

###### 3. Departmental Coordinators of Yildiz Technical University:

<http://www.eu.yildiz.edu.tr/ab/category.php?id=20>

#### E. Calendar

1. All application documents for nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
HU BUDAPES16	15 May	20 November
For the students, who need a visa, the application deadlines are: 1st May/5th November		
TR ISTANBU07	Online Application Period 15 <sup>th</sup> May- 15 <sup>th</sup> July	Online Application Period 15 <sup>th</sup> October-15 <sup>th</sup> December

##### TR ISTANBU07:

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 3 weeks after the assessment period has finished at the receiving HEI and provided the student submitted all his assessment papers at the International Office.

4. Termination of the agreement

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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

#### **HU BUDAPES16:**

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.

4. Termination of the agreement

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>

HU BUDAPES16: <http://erasmus.uni-obuda.hu/en/grading-system>

### **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 BUDAPES16	<a href="mailto:projectoffice@uni-obuda.hu">projectoffice@uni-obuda.hu</a> , +36-1 6665051	For Visa: <a href="http://konzuliszolgalat.kormany.hu/en">http://konzuliszolgalat.kormany.hu/en</a>  For residence permit: <a href="http://www.bmbah.hu/jomla/index.php?lang=en">http://www.bmbah.hu/jomla/index.php?lang=en</a>
TR ISTANBU07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.konsolosluk.gov.tr/tr/en/start.aspx">http://www.konsolosluk.gov.tr/tr/en/start.aspx</a>

### 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 BUDAPES16	<a href="mailto:projectoffice@uni-obuda.hu">projectoffice@uni-obuda.hu</a> , +36-1 6665051	<a href="http://www.oep.hu/oepdok/fajlok/e.pdf">http://www.oep.hu/oepdok/fajlok/e.pdf</a>
TR ISTANBU07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749">http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749</a>

### 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 BUDAPES16	<a href="mailto:projectoffice@uni-obuda.hu">projectoffice@uni-obuda.hu</a> , +36-1 6665051	<a href="http://erasmus.uni-obuda.hu/en/accommodation">http://erasmus.uni-obuda.hu/en/accommodation</a>
TR ISTANBU07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation">http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation</a>



**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
HU BUDAPES16	Mária Dudás Director Erasmus Institutional Coordinator	14/03/2014	 
TR ISTANBU07	<b>Assoc. Prof. Dr. Bayram Ali ERSOY</b> Erasmus Institutional Coordinator		 

<sup>2</sup> Scanned signatures are accepted