



# Erasmus+ Programme

## Key Action 1

### - Mobility for learners and staff -

### Higher Education Student and Staff Mobility

## Inter-institutional agreement 2018-2021

### 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<br>(and department, where relevant) | Erasmus code | Contact details (email, phone)   | Website<br>(eg. of the course catalogue)                                 |
|---|--------------|--|--|
| Yıldız Technical University                                 | TR ISTANBU07 | <b>Institutional Coordinator</b><br>Prof. Dr. Bayram Ali Ersoy<br>Tel: +90 212 383 56 50/55<br>E-mail: <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a>              | <a href="http://www.bologna.yildiz.edu.tr">www.bologna.yildiz.edu.tr</a> |
|   |              | <b>Departmental:</b><br>Dr. Öğr. Üyesi İsmail Erim GÜLAÇTI<br>(Art Department)<br>Tel: +90 212 383 5073<br>Email: <a href="mailto:egulacti@yildiz.edu.tr">egulacti@yildiz.edu.tr</a> |  |
| Universidade do Algarve                                     | P FARO 02    | <b>Dra. Marleni Azevedo,</b><br>International Relations and Mobility<br>Office Coordinator<br><a href="mailto:international@ualg.pt">international@ualg.pt</a><br>+351 289 800 003   | <a href="http://www.ualg.pt">www.ualg.pt</a>                             |

## 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<br>[Erasmus code of the sending institution] | TO<br>[Erasmus code of the receiving institution] | Subject area code and name<br>ISCED | Study cycle   | Number of student mobility periods   |                                   |
|---|---|-------------------------------------|---|--|-----------------------------------|
|   |   |                                     |   | Student Mobility for Studies<br>[total number of months of the study periods or average duration*] | Student Mobility for Traineeships |
| P FARO02  | TR ISTANBU07                                      | 0213 - Fine Arts                    | 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> | 3 (3x5)=15 months  | -                                 |
| TR ISTANBU07                                      | P FARO02  |                                     | 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> | 3 (3x5)=15 months  | -                                 |

| FROM<br>[Erasmus code of the sending institution] | TO<br>[Erasmus code of the receiving institution] | Subject area code and name<br>ISCED | Number of staff mobility periods  |                             |
|---|---|-------------------------------------|---|-----------------------------|
|   |   |                                     | Staff Mobility for Teaching<br>[total number of days of teaching periods or average duration *] | Staff Mobility for Training |
| P FARO02  | TR ISTANBU07                                      | 0213 - Fine Arts                    | 1 staff - 5 days  | To be defined               |
| TR ISTANBU07                                      | P FARO02  |                                     | 1 staff - 5 days  | To be defined               |

## 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<br>[Erasmus code] | Optional:<br>Subject area | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level <sup>1</sup>          |  |
|---|---------------------------|---------------------------|---------------------------|---|--|
|   |                           |                           |                           | Student Mobility for Studies<br>[Minimum recommended level: B1] | Staff Mobility for Teaching<br>[Minimum recommended level: B2] |
| TR ISTANBU07                            |                           | Turkish                   | English                   | B1  | B2   |
| P FARO 02                               |                           | Portuguese                | English                   | B1 English  | B2 English   |

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

### TR ISTANBU07

- Exchange students should be nominated by the home institution.
- Exchange students are required to complete the online application module:  
<https://ytuerasmus.yildiz.edu.tr/>
- YTU provides infrastructure for welcoming students and staff with special needs.

**P FARO02:** The **Universidade do Algarve** welcomes students and staff with disabilities. Please contact the International Office in advance [international@ualg.pt](mailto:international@ualg.pt)

## E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

| Receiving institution<br>[Erasmus code] | Autumn term*<br>[month]   | Spring term*<br>[month]  |
|---|---|--|
| TR ISTANBU07                            | September – February<br><b>Online Application Period<br/>15<sup>th</sup> May-15<sup>th</sup> July</b> | February - July<br><b>Online Application Period<br/>15<sup>th</sup> Oct. -15<sup>th</sup> December</b> |
| P FARO 02                               | 31 <sup>st</sup> May APPLICATIONS AND NOMINATIONS DEADLINE  | 31 <sup>st</sup> October APPLICATIONS AND NOMINATIONS DEADLINE   |

2. The receiving institution will send its decision within 6/8 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]

<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>

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 FARO02: Description of the Institution's grading system**

The result achieved in a course unit whether through continuous assessment or in an examination, is generally expressed in a 0 to 20 grading scale.

The lowest passing grade is 10.

**ECTS credits:**

1 full academic year = 60 credits

1 semester = 30 credits

1 trimester = 20 credits

**ECTS grading scale:**

| ECTS scale | % of the successful students normally achieving the grade | Definition   |
|------------|---|--|
| A          | 10  | EXCELLENT - outstanding performance with only minor errors   |
| B          | 25  | VERY GOOD - above the average standard but with some errors  |
| C          | 30  | GOOD - generally sound work with a number of errors          |
| D          | 25  | SATISFACTORY - fair but with significant shortcomings        |
| E          | 10  | SUFFICIENT - performance meets the minimum criteria          |
| FX         | -   | FAIL - some work required before the criteria can be awarded |
| F          | -   | FAIL - considerable further work is required                 |



## **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:

| <b>Institution</b><br>[Erasmus code] | <b>Contact details</b><br>(email, phone)   | <b>Website for information</b>  |
|--------------------------------------|--|---|
| TR ISTANBU07                         | <a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>                   | <a href="http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178">http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178</a> |
| P FARO02                             | <a href="mailto:international@ualg.pt">international@ualg.pt</a><br>+351 289 800 003 | <a href="http://www.ualg.pt/home/en/content/coming-0">http://www.ualg.pt/home/en/content/coming-0</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:

| <b>Institution</b><br>[Erasmus code] | <b>Contact details</b><br>(email, phone)   | <b>Website for information</b>  |
|--------------------------------------|--|---|
| TR ISTANBU07                         | <a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>                   | <a href="http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178">http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178</a> |
| P FARO02                             | <a href="mailto:international@ualg.pt">international@ualg.pt</a><br>+351 289 800 003 | <a href="http://www.ualg.pt/home/en/content/insurance-0">http://www.ualg.pt/home/en/content/insurance-0</a>   |


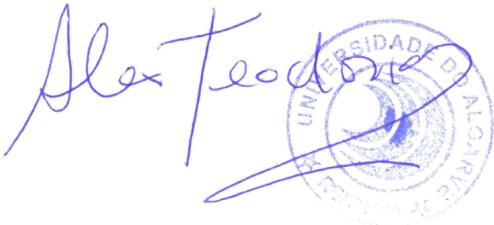
## **4. Housing**

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:

| <b>Institution</b><br>[Erasmus code] | <b>Contact details</b><br>(email, phone)   | <b>Website for information</b>   |
|--------------------------------------|--|--|
| TR ISTANBU07                         | <a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>                   | <a href="http://www.eu.yildiz.edu.tr/sayfa/17/Erasmus-Student-Network/185">http://www.eu.yildiz.edu.tr/sayfa/17/Erasmus-Student-Network/185</a><br><a href="https://yildiz.esnturkey.org/accommodation">https://yildiz.esnturkey.org/accommodation</a> |
| P FARO02                             | <a href="mailto:international@ualg.pt">international@ualg.pt</a><br>+351 289 800 003 | <a href="http://www.ualg.pt/home/en/content/accommodation-0">http://www.ualg.pt/home/en/content/accommodation-0</a>  |

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

| Institution<br>[Erasmus code] | Name, function  | Date       | Signature <sup>2</sup>  |
|-------------------------------|---|------------|---|
| TR ISTANBU07                  | Prof.Dr. Bayram Ali Ersoy<br><i>Institutional Erasmus<br/>Coordinator</i> | 25.02.2019 |   |
| P FARO02                      | Prof <sup>a</sup> . Dra. Alexandra Teodósio<br>Vice-Rector                | 10/12/2018 |  |

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