




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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDADE DE LISBOA Lisbon School of Architecture	P LISBOA109	Academic Coordinator Professor João Pardal Maonteiro Address: Rua Sá Nogueira – Pólo Universitário da Ajuda, 1349-063 Lisboa João Fernandes / Marco Alves Exchange & Career Opportunities Office gmobilidades@fa.ulisboa.pt +351 213 615 080/017	http://www.fa.ulisboa.pt/
YILDIZ TECHNICAL UNIVERSITY	TR ISTANBU07	Prof.Dr. Bayram Ali Ersoy Institutional Coordinator Tel: +90 212 383 56 50/55 E-mail: erasmus@yildiz.edu.tr Dr. Erhan Kurtarıncı Departmental Coordinator Tel: +90 212 383 2645 E-mail: erhankurtarirci@gmail.com 	www.yildiz.edu.tr www.eu.yildiz.edu.tr/en www.bologna2018.yildiz.edu.tr

B. Mobility numbers per 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 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
TR ISTANBU07	P LISBOA109	731	Urban Planning (Architecture)	1st / 2nd / 3rd	2 students X 10 months **	Not available
P LISBOA109	TR ISTANBU07	731	Urban Planning (Architecture)	1st / 2nd / 3rd	2 students X 10 months **	Not available

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	Staff Mobility for Training
P LISBOA109	TR ISTANBU07	731	(Architecture) Urban Planning	2 staff X 5 days	2 staff X 5 days
TR ISTANBU07	P LISBOA109	731	(Architecture) Urban Planning	2 staff X 5 days	2 staff X 5 days

[*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.]

[**It is not possible to split the duration of each mobility to increase the number of exchanges.]

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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA109		Portuguese	English	B1 (language certificate not required)	B1
TR ISTANBU07		English	Turkish	B1	B2

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

[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.]

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.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P LISBOA109	Nominations: May 30 Once nominated, selected students will receive by email the procedures that will entitle them to fill in our online application form.	Nominations: October 31 Once nominated, selected students will receive by email the procedures that will entitle them to fill in our online application form.
TR ISTANBU07	Online Application Period 15 th May-15 th July	Online Application Period 15 th October-15 th December

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

2. The receiving institution will send its decision within 5 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' guide. 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.]

Local Grade Scale

- 18 - 20 - Excellent
- 16 - 17 - Very Good
- 14 - 15 - Good
- 12 - 13 - Satisfactory
- 10 - 11 - Sufficient
- 0 - 9 - Insufficient

P LISBOA109: The grading system is available on the link <http://mobilidades.fa.ulisboa.pt/index.php/incoming/academic-information> and the transcript of records includes a description.

TR ISTANBU07

<http://www.bologna2018.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
P LISBOA109	gmobilidades@fa.ulisboa.pt	https://www.ulisboa.pt/en/info/practical-information-0
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178

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
P LISBOA109	gmobilidades@fa.ulisboa.pt	https://www.ulisboa.pt/en/info/practical-information-0
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178



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
P LISBOA109	gmobilidades@fa.ulisboa.pt	https://www.ulisboa.pt/en/info/practical-information-0
TR ISTANBU07	Incoming@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/sayfa/17/Erasmus-Student-Network/185

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
Lisbon School of Architecture Universidade de Lisboa P LISBOA109	Professor João Pardal Monteiro, Dean of the Faculty,	17/12/2018	 
TR ISTANBU07	Prof.Dr. Murat Sari <i>Institutional Vice Coordinator</i>	10.12.18	