

Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2018

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	http://www.bologna.yildiz.edu.tr/
		Departmental: Dr. Seza Sinanlar Uslu (Art Department) Tel: +90 212 383 5033 Email: sinanlar@yildiz.edu.tr	
Ecole Nationale Supérieure D'Art de Bourges	F BOURGES04	Ecole Nationale Supérieure d'Art de Bourges BP 297 7 Rue Édouard Branly F 18006 Bourges Cedex	www.ensa-bourges.fr
		Krystel Cosquéric Erasmus Coordinator Bureau international	

		7, rue Édouard Branly BP 18006 Bourges Cedex Tél:33 (0) 2 48 69 76 33 e-mail: international@ensa-bourges.fr	
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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, 1 st , 2 nd or 3 rd]	Number of student mobility periods Student Mobility for Studies [total number of months of the study periods or average duration*]
TR ISTANBU07 2nd	F BOURGES04	03.0	Art and Design		1 (2x10)=20 months
F BOURGES04	TR ISTANBU07	21	Art	2nd	1 (2x5)= 10 months)
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 *]	
TR ISTANBU07	F BOURGES04	03.0	Art and Design	1 staff - 5 days	1 staff - 5 days
				1 staff - 5 days	1 staff - 5 days
F BOURGES04	TR ISTANBU07	21	Art	1 staff - 5 days	1 staff - 5 days

				1 staff - 5 days	1 staff - 5 days
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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]
TR ISTANBU07		English		B1	B2
F BOURGES04		French	English	B2	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

TR ISTANBU07:

F Bourges04

In case of additional requirements with regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office – international@ensa-bourges.fr

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ISTANBU07	September – February	February – July
	Online Application Period	Online Application Period

¹For 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>

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.asp X
F BOURGES04	International office e-mail: international@ensa-bourges.fr T.: + 33 (0) 2 48 69 76 33	www.ensa-bourges.fr

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=15758577449206964749
F BOURGES04	International office e-mail: international@ensa-bourges.fr T.: + 33 (0) 2 48 69 76 33	www.ensa-bourges.fr

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=infoforstudents/accommodation

	15th May-15th July	15th Oct. -15th December
F BOURGES04	30 th of April	

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>

F BOURGES 04

16/20 -20/20	A	Excellent – outstanding performance with only minor errors
14/20- 16/20	B	Very good – above the average standard but with some errors
12/20 – 14/20	C	Good – generally sound work with a number of notable errors
10+/20– 12/20	D	Satisfactory – fair but with significant shortcomings
10/20	E	Sufficient – performance meets the minimum criteria
8/20- 10/20	FX	Fail– some more work required before the credit can be awarded
<8/20	F	Fail – considerable further work is required

F BOURGES04	International office e-mail: international@ensa-bourges.fr T.: + 33 (0) 2 48 69 76 33	www.ensa-bourges.fr
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	17 FEB 2014	 YILDIZ TECHNICAL UNIVERSITY Since 1911 OFFICE
F BOURGES04	Stéphane Doré, director of the ENSA Bourges	29/01/14	 LE NAU... BOURGES

2Scanned signatures are accepted