



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)
Yildiz 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: Assoc. Prof. Dr. Tolga İslam (departmental coordinator) Tel: +9 0536 622 48 00 E-mail: erasmusyup@gmail.com	http://www.sbp.yildiz.edu.tr/
Technische Universität Wien	A WIEN02	Andreas Zemann ERASMUS Institutional Coordinator International Office	www.tuwien.ac.at/international

Faculty of Spatial Planning	Gußhausstraße 28, 1040 Wien Phone: +43 1 58 801-41552 Fax: +43 1 58 801-41599 Email: andreas.zemann@tuwien.ac.at	www.tuwien.ac.at/international
	Petra Hirschler ERASMUS Departmental Coordinator Fachbereich Regionalplanung und Regionalentwicklung Operngasse 11, 1040 Wien Phone: +43 1 58 801-28070 Fax: +43 1 58 801-280098 Email: petra.hirschler@tuwien.ac.at	

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	Student Mobility for Traineeships
TR ISTANBU 07	A WIEN02	02.0	urban and regional planning	2 nd	1 student X 10 months	Only by individual agreement
A WIEN02	TR ISTANBU	02.0	urban and regional	2 nd	1 student X 10 months	Only by individual

	07		planning			agreement
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FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subj ect area code [ISCE 0]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
				[total number of days of teaching periods or average duration *]	
TR ISTANBU 07	A WIENO2	02.0	urban and regional planning	2 staff X 5 days	2 staff X 5 days
A WIENO2	TR ISTANBU 07	02.0	urban and regional planning	2 staff X 5 days	2 staff X 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]
TR ISTANBU07		English		B1	B2
A WIEN02		German	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

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	Online Application Period 15 th May-15 th July	Online Application Period 15 th October-15 th December
A WIEN	May 31st	December 15th

- The receiving institution will send its decision within [4] weeks.

A WIEN02: 4 weeks

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>

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]

A WIEN02: transcripts of records can be printed out by students approx. within 4 weeks after the examinations period. Verification is given by bar-code

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>

A WIEN02

Austrian grade	ECTS grade	Translation
sehr gut (1)	A	very good - outstanding performance (10%)
gut (2)	B	good - generally sound work with some minor errors
befriedigend (3)	C	satisfactory - fair but with significant shortcomings
genügend (4)	D/E	sufficient - performance meets the minimum criteria
nicht genügend (5)	F/FX	fail

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
A WIEN02	exchangein@tuwien.ac.at	www.tuwien.ac.at/international

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
A WIEN02	exchanging@tuwien.ac.at	www.tuwien.ac.at/international


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
A WIEN02	exchangein@tuwien.ac.at	www.tuwien.ac.at/international

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>		 YILDIZ TECHNICAL UNIVERSITY
A WIEN02	Petra Hirschler ERASMUS Departmental Coordinator	27.11.2013	TECHNISCHE UNIVERSITÄT WIEN Department für Raumplanung und Regionalentwicklung E 280/7 1040 Wien, Opengasse 11/5 Stock

² Scanned signatures are accepted