



Erasmus+ Programme

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

Inter-institutional agreement 2019-2021 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: Prof.Dr. Bayram Ali Ersoy (<i>Institutional Erasmus Coordinator</i>) Tel: +90 212 383 5650 E-mail: erasmus@yildiz.edu.tr	www.yildiz.edu.tr www.eu.yildiz.edu.tr/en www.bologna2018.yildiz.edu.tr
		Departmental: Dr. Tunç Durmaz Tel: +90 212 383 6811 E-mail: tdurmaz@yildiz.edu.tr	
UNIVERSITE DU LUXEMBOURG	LUXLUX-VIL01	Institutional Coordinator: Antonella Campanella Campus Belval, Maison du Savoir 2 avenue de l'Université, L-4365 Esch-sur-Alzette Email: erasmus.agreements@uni.lu	https://www.unil.lu/

		<p><u>Contact Details for Student Mobility:</u> Incoming: Marie-Anne Heyer; Sophie Ruffo Tel: +352 46 66 44- 6682/-6490 Email: incoming@uni.lu Outgoing: Antonella Campanella/Emilie Demuth/Sandra Kolimbatovic Tel: +352 46 66 44 – 6664/-6690/-6827 Email: seve.mobility@uni.lu</p> <p><u>Contact Details for Staff Mobility (if applicable):</u> alison.vermeulen@uni.lu</p>	<p>https://www.uni.lu/students/mobility/incoming_exchange_students</p>
		<p><u>Departmental Coordinator:</u> AProf. Arnaud Bourgain/AProf. Luisito Bertinelli Course directors of the Bachelor en sciences économiques et de gestion</p> <p>Email: arnaud.bourgain@uni.lu/ luisito.bertinelli@uni.lu</p> <p>Contact person: Stéphanie Anderson Phone: (+352) 46 66 44 6187 Email: stephanie.anderson@uni.lu</p>	<p>https://www.uni.lu/fdef/mobility_incoming_and_outgoing_students</p>

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*]	Student Mobility for Traineeships

TR ISTANBU07	LUXLUX- VIL01	0311	Economics	1	2 x 5 months	Only by individual agreement
LUXLUX- VIL01	TR ISTANBU07	0311	Economics	1	2 x 5 months	Only by individual agreement

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
				<i>[total number of days of teaching periods or average duration *]</i>	
TR ISTANBU07	LUXLUX- VIL01	0311	Economics	1 x 5 days	1 x 5 days
LUXLUX- VIL01	TR ISTANBU07	0311	Economics	1 x 5 days	1 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 <i>[Minimum recommen ded level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
TR ISTANBU07	Economics	English		B1	B2
LUXLUX-VIL01	Economics	French*	English*	B2	B2

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>

*Most of our study programs are bilingual. For more details on the language of instruction recommendations, see the course catalogue of each program.
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.

LUXLUX-VILO1: The University of Luxembourg does require a proof of sufficient language skills in the main teaching language(s).

Students and Staff with Disabilities:

LUXLUX-VILO1:

Ms. Joana WEST

seve.specificneeds@uni.lu

Tel : +352 46 66 44 6783

E. Calendar

1. 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
LUXLUX-VILO1	Please check regularly latest information under: https://www.en.uni.lu/students/mobility/incoming_exchange_students	

2. The receiving institution will send its decision within [4] weeks (**LUXLUX-VILO1:** within 6-8 weeks after deadline).
3. A Transcript of Records will be issued by the receiving institution no later than [4] weeks (**LUXLUX-VILO1:** 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

TR ISTANBU07:

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

LUXLUX-VILO1:

http://www.en.uni.lu/students/mobility/incoming_exchange_students/grading_system

2. Visa and Residence Permit

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 Tel: +90 212 3835650	http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178
LUXLUX-VILO1	incoming@uni.lu Tel : +352 46 66 44- 6682	http://www.en.uni.lu/students/mobility/incoming_exchange_students/admission_and_online_registration

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 Tel: +90 212 3835650	http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178

LUXLUX-VILO1	incoming@uni.lu Tel : +352 46 66 44-6682	http://wwwen.uni.lu/students/mobility/incoming_exchange_students/accommodation_and_insurance
--------------	--	---



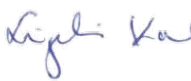

4. Housing

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 Tel: +90 212 3835650	http://www.eu.yildiz.edu.tr/sayfa/17/Erasmus-Student-Network/185 https://yildiz.esnturkey.org/accommodation
LUXLUX-VILO1	incoming@uni.lu Tel : +352 46 66 44-6682	http://wwwen.uni.lu/students/mobility/incoming_exchange_students/accommodation_and_insurance

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU07	Prof. Dr. Murat Sari <i>Institutional Vice Coordinator</i>	10.12.18	 
LUXLUX-VILO1	Prof. Katalin Ligeti Dean of the Faculty of Law, Economics and Finance	10.12.2018	 

²Scanned signatures are accepted