Erasmus+ Programme
Key Action 1

– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional[1] agreement 2014-20[21][2]
between programme countries
[Minimum requirements][3]

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[4] (email, phone)	Website (e.g. of the course catalogue)
Yildiz Technical University	**TR ISTANBU07**	**Departmental contact person** Drs. Aslı Pelin Görgün / Murat Tonaroğlu Civil Engineering Faculty/Civil Engineering Dept. YTÜ Davutpaşa Kampüs İnş. Fak TÜRKİYE Tel: +90 212 383 5231 E-mail: tonar@yildiz.edu.tr **Erasmus Institutional Coordinator** Assoc. Prof. Dr. Bayram Ali Ersoy Institutional Erasmus Coordinator Head of EU Office EU Office, YTÜ Beşiktaş Kampüs TÜRKİYE Tel: +90 212 383 20 69 e-mail:erasmus@yildiz.edu.tr	http://www.eu.yildiz.edu.tr
University of Architecture, Civil Engineering and Geodesy (UACEG)	**BG SOFIA04**	**Contact Person:** assoc. prof. dr. arch. Boyan Georgiev Director Centre for International Relations and Mobility 1 H. Smirnenski Blvd., 1046 Sofia, Bulgaria Phone: +35928651078 e-mail: boyangeo_far@uacg.bg **Centre for International Relations and Mobility** Phone:+359 2 8666770 Fax:+359 2 9631796 Email:aceint@uacg.bg	http://www.uacg.bg/ International / International exchange programmes / ERASMUS / Incoming students

[1] Inter-institutional agreements can be signed by two or more higher education Institutions
[2] Higher Education Institutions have to agree on the period of validity of this agreement
[3] Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.
[4] Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers[5] 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, 1st, 2nd or 3rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration *]	Student Mobility for Traineeships *
BG SOFIA04		071	Civil Engineering	1st, 2nd, 3rd	2 x 10	-
TR ISTANBU07		071	Civil Engineering	1st, 2nd, 3rd	2 x 10	-

[*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.]

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 *]	Staff Mobility for Training *
BG SOFIA04	TR ISTANBU 07	071	Civil Engineering	1x 5 days	
TR ISTANBU 07	BG SOFIA04	071	Civil Engineering	1x 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 instruc-tion 1	Language of instruc-tion 2	Recommended language of instruction level[6]	
				Student Mobility for Studies [Minimum re-commended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU 07		Turkish	English	B2 (English)	N/A
BG SOFIA04		BG	EN	B1/Some topics of the master program are available in English language.	BG B1 or EN 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 ISTANBU 19 is able to receive students and staff with disabilities. This can be discussed before each nomination.

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	15 MAY-15 JULY	15 OCTOBER-15 DECEMBER
BG SOFIA04	May 15th for nominations June 15th for receiving application package of students	October 30th for nominations November 15th for receiving application package of students

[* to be adapted in case of a trimester system]
2. The receiving institution will send its decision within 2 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

Grading systems of the institutions

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

BG SOFIA 04 Bulgarian Grading system

ECTS Grade	Bulgarian Grade	Definition
A- Excellent	6	EXCELLENT - outstanding performance with only minor errors
B – Very good	5	VERY GOOD- above the average standard but with some errors
C- Good	4	GOOD - generally sound work with a number of notable errors
D, E-pass	3	SATISFACTORY - fair but with significant shortcomings / SUFFICIENT - performance meets the minimum criteria
FX- fail	2	FAIL - some more work required before the credit can be awarded
F - fail	2	FAIL - considerable further work is required

ECTS credits:

1 full academic year (2S) should have 60 credit points
1 semester should have 30 credit points
1 ECTS credit point corresponds to 30 hours (lectures+seminars+homework)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
TR ISTANBU 07	Assoc.Prof.Dr. Bayram Ali Ersoy *Institutional Erasmus Coordinator*		
BG SOFIA04	Prof. Dr. Eng. Plamen Maldjanski- Vice-rector for international relations Assoc. Prof. Dr. Arch. Boyan Georgiev- Erasmus coordinator	25.02.2014	