



# Erasmus+ Programme

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

### Inter-institutional agreement 2021-2027 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)
<b>Yildiz Technical University</b>	TR ISTANBU07  Participant Identification Code (PIC): 997203651	Murat TURHAN, PhD <i>Institutional Coordinator</i> +90 212 383 39 40 <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a> <a href="mailto:bilateralagreements@yildiz.edu.tr">bilateralagreements@yildiz.edu.tr</a>  Ozgen ACIKGOZ, PhD <i>Mechanical Engineering Departmental Coordinator</i> Tel: +90 212 383 29 14 E-mail: <a href="mailto:oacikgoz@yildiz.edu.tr">oacikgoz@yildiz.edu.tr</a>	<a href="http://www.yildiz.edu.tr">www.yildiz.edu.tr</a>  <a href="http://www.erasmus.yildiz.edu.tr/en">www.erasmus.yildiz.edu.tr/en</a>  Course Catalogue: <a href="http://www.bologna.yildiz.edu.tr">www.bologna.yildiz.edu.tr</a> Department Web-site: <a href="http://www.mkm.yildiz.edu.tr/en">http://www.mkm.yildiz.edu.tr/en</a>
<b>Technical University - Sofia</b>  8 Kl. Ohridski Blvd., 1000 Sofia	BG SOFIA16  PIC:999868532	<b>University Erasmus coordinator</b> <b>Prof. Tasho Tashev, PhD</b> 8, Kliment Ohridski, Blvd.1000 Sofia, Bulgaria Tel: + 359 2 965 2324 Email: <a href="mailto:t_tashev@tu-sofia.bg">t_tashev@tu-sofia.bg</a>	<a href="https://tu-sofia.bg/">https://tu-sofia.bg/</a>  <a href="https://tu-sofia.bg/university/317">https://tu-sofia.bg/university/317</a>  <a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>

Faculty of Industrial Technology		<b>Departmental Coordinator:</b> <b>Prof. Mara Kandevea</b> Tel: + 359 2 9652643 E-mail: kandevea@tu-sofia.bg	<a href="http://mtf.tu-sofia.bg">http://mtf.tu-sofia.bg</a>
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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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	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	BG SOFIA16	0715	Mechanical Engineering	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	3 students x 5 months	Only by individual agreement
BG SOFIA16	TR ISTANBU07	0715	Mechanical Engineering	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	3 students 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
				[total number of days of teaching periods or average duration *]	
TR ISTANBU07	BG SOFIA16	0715	Mechanical Engineering	3 staff x 1 week(s)	Only by individual agreement
BG SOFIA16	TR ISTANBU07	0715	Mechanical Engineering	3 staff x 1 week(s)	Only by individual agreement



### 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 <sup>1</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07	As above	Turkish	English	B1	B2
BG SOFIA16	As above	Bulgarian	English	B1 or higher	B 2 or higher

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.

#### BG SOFIA16

•Students or staff with disabilities are requested to inform of their needs and support needed at application stage, in order to guarantee that their needs and requirements can be addressed and the right support assured prior to their arrival. TU- Sofia could welcome students and staff with disabilities, only according to prior approval of each separate case.

•Incoming international staff members should apply for visits to the departmental coordinators of the respective faculty with copy sent to the Incoming Student Mobility Office [k.ivanova@tu-sofia.bg](mailto:k.ivanova@tu-sofia.bg) of the Technical University of Sofia.

•In case of additional requirements in regard to academic, organizational or other aspects (e. g. students with special needs) please contact the Student Mobility Office [k.ivanova@tu-sofia.bg](mailto:k.ivanova@tu-sofia.bg) •Incoming Exchange Students are required to agree on the duration and kind of studies (study courses or project work) with the faculty (agreement coordinator) prior arrival at TU – Sofia.

<sup>1</sup>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>

## 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 <sup>th</sup> May-15 <sup>th</sup> July	Online Application Period 15 <sup>th</sup> October-15 <sup>th</sup> December
BG SOFIA16	Nominations of incoming students must reach the institution by: <b>30 May</b>  Applications from incoming students must reach the institution by: <b>30 June</b>	Nominations of incoming students must reach the institution by: <b>30 October</b>  Applications from incoming students must reach the institution by: <b>30 November</b>

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>

**BG SOFIA16:** <https://tu-sofia.bg/university/317>

<https://www.tu-sofia.bg/erasmus/erasmus>

ECTS grade	points	mark	Bulgarian-in words	English-in words
A	100-90	6.0	ОТЛИЧЕН	EXCELLENT Outstanding performance



B	89-80	5.0	МНОГО ДОБЪР	VERY GOOD Above the average standard but with some errors
C	79-70	4.0	ДОБЪР	GOOD Generally sound work with a number of notable errors
D	69-60	3.5	ЗАДОВОЛИТЕЛЕН	SATISFACTORY Fair but with significant shortcomings
E	59-50	3	ДОСТАТЪЧЕН	SUFFICIENT Performance meets the minimum criteria
F	49-0	2	СЛАБ /НЕДОСТАТЪЧЕН /	FAILED Substantial improvement necessary; requirement of further work

## 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	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.erasmus.yildiz.edu.tr/en">http://www.erasmus.yildiz.edu.tr/en</a>
BG SOFIA16	<a href="mailto:k.ivanova@tu-sofia.bg">k.ivanova@tu-sofia.bg</a> + 359 2 965 3434	<a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>

## 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	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.erasmus.yildiz.edu.tr/en">http://www.erasmus.yildiz.edu.tr/en</a>
BG SOFIA16	<a href="mailto:k.ivanova@tu-sofia.bg">k.ivanova@tu-sofia.bg</a> + 359 2 965 3434	<a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>



#### 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	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.erasmus.yildiz.edu.tr/en">http://www.erasmus.yildiz.edu.tr/en</a> <a href="https://yildiz.esnturkey.org/accommodation">https://yildiz.esnturkey.org/accommodation</a>
BG SOFIA16	<a href="mailto:k.ivanova@tu-sofia.bg">k.ivanova@tu-sofia.bg</a> + 359 2 965 3434	<a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
TR ISTANBU07	Murat TURHAN, PhD Institutional Coordinator	8 2 MAR 2022	
BG SOFIA16	University Erasmus Coordinator: Prof. Tasho Tashev	24.03.22	

<sup>2</sup>Scanned signatures are accepted