



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

1

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Validity period of the agreement

Timeframe	Academic Year
Start of validity	[2022/2023]
End of validity	[2027/2028]

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
Yildiz Technical University	TR ISTANBU07 Participant Identification Code (PIC): 997203651	Murat TURHAN, PhD Institutional Coordinator +90 212 383 39 40 erasmus@yildiz.edu.tr bilateralagreements@yildiz.edu.tr <i>Departmental Coordinator</i> Assistant Professor Dr. Claudia Fernanda Yaşar E-mail: cfyasar@yildiz.edu.tr	www.yildiz.edu.tr www.erasmus.yildiz.edu.tr/en Course Catalogue: www.bologna.yildiz.edu.tr Department Web-site:
ČESKÉ VYSOKÉ UČENÍ TECHNICKÉ V PRAZE CZECH TECHNICAL UNIVERSITY IN PRAGUE FACULTY OF ELECTRICAL ENGINEERING	Erasmus Code PIC CZ PRAHA10	Erasmus Institutional Coordinator: Ms Helena HOUŠKOVÁ, International Office Jugoslávských partyzánů 1580/3 160 00 PRAGUE 6 Czech Republic Tel. : +420 224 353 436 E-mail : Helena.Houskova@cvut.cz	University web-site: Course Catalog: Department Web-site:

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Faculty coordinator: Otakar Vlček, Department of External Affairs, Technická 2, CZ-166 27 Prague 6 T : +420 224 352 360, vlcekota@fel.cvut.cz	
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B. Mobility numbers³ per 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.]

Student Mobility

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional) * [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional) * [total number of students]	Student Mobility for Traineeships (optional) * [total number of months]
TR ISTANBU 07	CZ PRAHA10	0714	Electronic Engineering , Telecommu nication		1st , 2nd or 3rd	2 Students	10 Months	Only by individual agreement	Only by individual agreement
CZ PRAHA1 0	TR ISTANBU 07	0714	Department of Control and Automation Engineering Faculty of Electrical and Electronics Engineering		1st, 2nd or 3rd	2 Students	10 Months	Only by individual agreement	Only by individual agreement

☐ Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>)

Academic Staff Mobility

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
TR ISTANBU 07	CZ PRAHA10	0714	Electronic Engineering, Telecommunication	1 staff	1 week	Only by individual agreement	Only by individual agreement
CZ PRAHA10	TR ISTANBU 07	0714	Department of Control and Automation Engineering Faculty of Electrical and Electronics Engineering	1 staff	1 week	Only by individual agreement	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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07		Turkish	English	B1	B2

⁴ 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>

CZ PRAHA10		Czech	English	B2	B2
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D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
TR ISTANBU07	Online Application Period 15th May-15th July	Online Application Period 15th October-15th December
CZ PRAHA10	31 March- students from non-EU countries, 30 April – students from EU	31 October – students from non-EU countries, 30 November – students from EU

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
TR ISTANBU07	Online Application Period 15th May-15th July	Online Application Period 15th October-15th December
CZ PRAHA10	March 31 – students from non-EU countries, and all students without EU citizenship April 30 – students from EU and with EU citizenship	October 31 – students from non-EU countries, and all students without EU citizenship November 30 – students from EU and with EU citizenship

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.erasmus.yildiz.edu.tr/en https://ytuerasmus.yildiz.edu.tr/
CZ PRAHA10	Ms Lucie Bilova, lucie.bilova@rek.cvut.cz , T: +420 2 2435 3467	https://mobility.cvut.cz/registration/

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
TR ISTANBU07	Nomination Application Module	Exchange students should be nominated by the home institution. Exchange students are required to complete the online application module.	http://www.erasmus.yildiz.edu.tr/en 2. https://ytuerasmus.yildiz.edu.tr/
CZ PRAHA10		Exchange students should be nominated by the home institution. Exchange students are required to complete the online application module.	https://international.cvut.cz/wp-content/uploads/sites/2/2022/02/Factsheet_2223_CTU.pdf

The receiving institution will send its decision within [4] weeks, **and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
TR ISTANBU07		YTU provides infrastructure for welcoming students and staff with special needs. Applicants should contact our Erasmus	incoming@yildiz.edu.tr	http://www.erasmus.yildiz.edu.tr/en

		office prior to their applications.		
CZ PRAHA10				https://international.cvut.cz/wp-content/uploads/sites/2/2022/02/Factsheet_2223_CTU.pdf

F. Information

1. 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.erasmus.yildiz.edu.tr/en https://yildiz.esnturkey.org/accommodation
CZ PRAHA10	Ms Lucie Bilova, lucie.bilova@rek.cvut.cz , T: +420 2 2435 3467	http://www.cvut.cz/incomers/erasmusexchange/a

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
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TR ISTANBU07	incoming@yildiz.edu.tr	http://www.erasmus.yildiz.edu.tr/en
CZ PRAHA10		http://www.cvut.cz/incomers/erasmusexchange/visa

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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.erasmus.yildiz.edu.tr/en
CZ PRAHA10		https://international.cvut.cz/wp-content/uploads/sites/2/2022/02/Factsheet_2223_CT_U.pdf https://www.mvcr.cz/mvcren/article/immigration

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
TR ISTANBU07	Grading System	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=institution
CZ PRAHA10	Grading System		http://www.cvut.cz/en/ects-ds/brief/sr

ECTS grade	points	mark	Czech-in words	English-in words
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A	100-90	1.0	VÝBORNĚ	EXCELLENT
B	89-80	1.5	VELMI DOBŘE	VERY GOOD
C	79-70	2.0	DOBŘE	GOOD
D	69-60	2.5	USPOKOJIVĚ	SATISFACTORY
E	59-50	3	DOSTATEČNĚ	SUFFICIENT
F	49-0	4	NEDOSTATEČNĚ	FAILED




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.

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."

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
TR ISTANBU07	Murat TURHAN, PhD Institutional Coordinator	5.8. 2022	 MURAT TURHAN, PhD. Coordinator YTU International Relations
CZ PRAHA10	Doc. Ing, Jiří Jakovenko, PhD. (Vice-Dean)	2. 8. 2022	 

⁵ Scanned signatures are accepted

