



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 organization 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.

Validity period of the agreement

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

Timeframe	Academic Year
Start of validity	[2023/2024]
End of validity	[2028/2029]

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)
Università degli Studi di Firenze	I FIRENZE01	<p>Legal Representative Prof.ssa Alessandra Petrucci, Rettrice</p> <p>Administrative contact Mobilità Internazionale - Erasmus Via della Pergola, 60 – 50121 Firenze email: erasmusplus@adm.unifi.it Phone 0039 055 2756975</p> <p>Academic contact: Prof. Freni Angelo School of Engineering email: international@ingegneria.unifi.it</p>	<p>https://www.unifi.it/</p> <p>https://www.unifi.it/vp-10312-programmes.html</p>
Yildiz Teknik Universitesi	TR ISTANBU07	<p>Ali AKPEK, Ph.D. Associate Professor of Biomedical Engineering School of Electrical and Electronics Engineering, C-109 Yildiz Technical University, Davutpasa Campus Istanbul Turkey 34230 aliakpek@yildiz.edu.tr ph. +90 (530) 016-2669</p>	

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

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.

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]
I FIRENZE01	TR ISTANBU07	0714	Electronics and automation	Biomedical Engineering	1 st , 2 nd	4	24
TR ISTANBU07	I FIRENZE01	0714	Electronics and automation	Biomedical Engineering	1 st , 2 nd	4	24

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.

FROM	TO	Subject area code	Number of staff mobility periods
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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>)

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	(optional)* [ISCED]	Subject area name (optional)*	Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]
I FIRENZE01	TR ISTANBU07	0914	Biomedical Engineering	2 teacher (with invitation)	5 days
TR ISTANBU07	I FIRENZE01	0914	Biomedical Engineering	2 teacher (with invitation)	5 days

[* Optional columns can be deleted if not applicable. 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 can be indicated if relevant.]

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]
I FIRENZE01		Italian	English where applicable	Certified B1 level of Italian mandatory to attend courses held in Italian Certified B2 English mandatory to attend courses held in English, if applicable For accepted certifications please refer to the relevant School https://www.unifi.it/p743.html	Please contact the School coordinator
TR ISTANBU07		English	Turkish	B2	B2

D. Calendar

Nominations of incoming students must reach the institution by:

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>

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
I FIRENZE01	There is no official deadline but please address the Erasmus Coordinator (http://www.unifi.it/vp-743-school-coordinators.html) of the hosting School when nominating your students to UNIFI, because terms may be set for organizational reasons	
TR ISTANBU07	Online application period 15 th of May- 15 th of July	Online application period 15 th of October- 15 th of December

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
I FIRENZE01	There is no official deadline but please address the Erasmus Coordinator (http://www.unifi.it/vp-743-school-coordinators.html) of the hosting School when nominating your students to UNIFI, because terms may be set for organizational reasons	
TR ISTANBU07	Online application period 15 th of May- 15 th of July	Online application period 15 th of October- 15 th of December

Application procedure for incoming students:

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
I FIRENZE01	http://www.unifi.it/vp-743-school-coordinators.html	https://www.unifi.it/vp-10340-erasmus-students.html ;
TR ISTANBU07	incoming@yildiz.edu.tr	https://ytuerasmus.yildiz.edu.tr

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
I FIRENZE01	<p>www for incoming students: https://www.unifi.it/vp-10340-erasmus-students.html; there is no official application deadline in UNIFI, but some Schools may ask for it due to organizational reasons, contact the Erasmus coordinator of the hosting School https://www.unifi.it/p743.html for information;</p> <p>Incoming Erasmus students can attend one Italian Language course without paying any fees. https://www.cla.unifi.it/cmpro-v-p-38.html;</p> <p>A knowledge of the Italian language corresponding to B1 level is strongly recommended and some Schools may ask for a mandatory certification. For information on specific language requirements contact the Erasmus coordinator of the hosting School https://www.unifi.it/p743.html;</p> <p>Student mobility for traineeship is possible only upon specific or individual agreement between the sending and the hosting School/Department;</p> <p>Staff training mobility (STT) is possible only with an invitation letter, issued by a contact person in UNIFI;</p>		

	www Students and staff with disabilities: https://www.unifi.it/vp-10400-students-with-disabilities.html		
TR ISTANBU07	Procedure of nomination of incoming students	Exchange Students should be nominated by the home institution. Exchange Students are required to complete the online application module: https://ytuerasmus.yildiz.edu.tr	

The University of Florence will send its decision 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 support services for people with:	Contact details (email, phone)	Website for information
I FIRENZE01	Students with: motor impairments, visual impairments, hearing impairments, chronic diseases, mental difficulties, specific learning difficulties such as dyslexia, dysgraphia, ADHD.	Students with disabilities front office and services Phone: +39 055 2751937 Email: cespd@unifi.it	https://www.unifi.it/vp-10400-students-with-disabilities.html
TR ISTANBU07	Reduced mobility Hearing impairments Visual impairments	YTU provides infrastructure for welcoming students and staffs with special needs	http://www.erasmus.yildiz.edu.tr/en

Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
I FIRENZE01	- Reduced mobility - Hearing impairments - Visual impairments		Students with disabilities front office and services Phone: +39 055 2751937	https://www.unifi.it/vp-10400-students-with-disabilities.html

	- ...		Email: cespd@unifi.it	
TR ISTANBU07	Reduced mobility Hearing impairments Visual impairments	YTU provides infrastructure for welcoming students and staffs with special needs	incoming@yildiz.edu.tr	http://www.erasmus.yildiz.edu.tr/en

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
I FIRENZE01	http://www.unifi.it/vp-743-school-coordinators.html welcomeservice@unifi.it	https://www.unifi.it/vp-10832-accommodation.html
TR ISTANBU07	incoming@yildiz.edu.tr	https://www.erasmus.yildiz.edu.tr/en https://yildiz.esnturkey.org/accomodation

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
I FIRENZE01	http://www.unifi.it/vp-743-school-coordinators.html	https://www.unifi.it/cmpro-v-p-10340.html
TR ISTANBU07	incoming@yildiz.edu.tr	https://www.erasmus.yildiz.edu.tr/en

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
I FIRENZE01	https://www.unifi.it/p743.html	https://www.unifi.it/cmpro-v-p-10340.html
TR ISTANBU07	incoming@yildiz.edu.tr	https://www.erasmus.yildiz.edu.tr/en

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)
I FIRENZE01	ECTS and Grading System See description below	https://www.unifi.it/p743.html
TR ISTANBU07	ECTS and Grading System	TR ISTANBU07: http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading/en

I FIRENZE01

UNIFI adopts a system compatible with ECTS. The grading system ranges from 0 to 30, with 18 as passing grade. A "cum laude" may be added to the highest grade (30) as a mention of special distinction.

Mark	ECTS Grade	ECTS Definition
30-30 e lode	A	Excellent
28-29	B	Very good

26-27	C	Good
20-25	D	Fair
18-19	E	Pass
RESPINTO	F	FX Failure



Under this frame work each School adopts its own conversion tables.

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.

Termination of the agreement

In case of 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 of one academic year will only take effect as of 1 September of the following academic year. 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
I FIRENZE01	Prof.ssa Alessandra Petrucci, Rettrice		 ALESSANDRA PETRUCCI UNIVERSITA' DEGLI STUDI FIRENZE 22.11.2022 12:39:50 GMT+01:00
TR ISTANBU07	Murat TURHAN Institutional Coordinator	19.12.2022	

MURAT TURHAN, Ph.D.
Coordinator
YTU International Relations

⁵ Scanned signatures are accepted