



# Erasmus+ Programme

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

## Inter-institutional agreement 2021-2024/25 between

**Windesheim University of Applied Sciences**  
**and**  
**Yildiz Technical University**

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)
Yıldız Technical University	TR ISTANBU07	Prof. Dr. Murat SARI <i>Institutional Coordinator</i> +90 212 383 39 37 <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a> <a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.yildiz.edu.tr">www.yildiz.edu.tr</a> <a href="http://www.eu.yildiz.edu.tr/en">www.eu.yildiz.edu.tr/en</a>  Course Catalogue: <a href="http://www.bologna.yildiz.edu.tr">www.bologna.yildiz.edu.tr</a>
		<i>Asst.Prof.Dr.Semin KAZAZOĞLU</i> <i>Departmental Coordinator</i> Tel: +90 212 383 48 53 E-mail: <a href="mailto:semink@yildiz.edu.tr">semink@yildiz.edu.tr</a> Yıldız Technical University Faculty of Education English Language Teaching Department Davutpaşa Campus, B121, 34165 Esenler / İstanbul /Turkey	<a href="http://www.bologna.yildiz.edu.tr/index.php?r=program/view&amp;id=96&amp;aid=21&amp;yw2=en_us">http://www.bologna.yildiz.edu.tr/index.php?r=program/view&amp;id=96&amp;aid=21&amp;yw2=en_us</a>  <a href="http://www.yde.yildiz.edu.tr/en">http://www.yde.yildiz.edu.tr/en</a>

<b>Windesheim University of Applied Sciences</b>  P.O. Box 10090 NL-8000 GB Zwolle The Netherlands	NL ZWOLLE05	<b>Erasmus+ Institutional Coordinator</b> Mrs Els Goldsteen International Office-room C-085 Tel.: +31 88 469 9777 <a href="mailto:Internationaloffice@windesheim.nl">Internationaloffice@windesheim.nl</a>  <b>Agreements Coordinator:</b> Ms Jannette Hulshoff International Office – room C0.85 Tel.: +31 88 469 9777 <a href="mailto:Internationaloffice@windesheim.nl">Internationaloffice@windesheim.nl</a>  <b>International Coordinator School of Education</b> Mr Lex Stomp - room A1.13 Tel.: +31 88 469 9296 <a href="mailto:c.stomp@windesheim.nl">c.stomp@windesheim.nl</a>	<a href="http://www.windesheim.com">www.windesheim.com</a>  <a href="http://www.windesheim.com/study-programmes/exchange-programmes/">http://www.windesheim.com/study-programmes/exchange-programmes/</a>  <a href="http://www.windesheim.com/study-programmes/exchange-programmes/education/">http://www.windesheim.com/study-programmes/exchange-programmes/education/</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  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
TR ISTANBU07	NL ZWOLLE05	0110	Foreign language Education	1 <sup>st</sup> , 2 <sup>nd</sup> , long cycle	5 students /10 months	Only by individual agreement
NL ZWOLLE05	TR ISTANBU07	0110	Education	1 <sup>st</sup>	5 students / 10 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  [total number of days of teaching periods or average duration *]	Staff Mobility for Training
TR ISTANBU07	NL ZWOLLE05	0110	Education	2 staff x 2 weeks	Only by individual agreement
NL ZWOLLE05	TR ISTANBU07	0110	Foreign language Education	2 teaching staff x 2 weeks	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	Languages Education	Turkish	English	B1	B2
NL ZWOLLE05	Education	English	Dutch	B2	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

#### 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.

**NL ZWOLLE05-** The course 'Introduction to Windesheim' is compulsory for all international students. This course consists of several activities, including an introduction week, organized by Students United in the Netherlands (SUN) in collaboration with the International Office of Windesheim. Most activities take place in the evening and aim to familiarize with Dutch fellow students, (student) life in Zwolle, Dutch culture in general and academic life at Windesheim. An excursion forms part of this module and students have to give a presentation on the culture of their home country. See <https://www.windesheim.com/practical-information/studying-at-windesheim/introduction-for-exchange-students/>

Windesheim University of Applied Sciences has the infrastructure to welcome students and staff with disabilities. See <https://www.windesheim.com/practical-information/studying-at-windesheim/facilities-for-special-needs-students/>

### 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

<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>

	Deadline for sending application material: 15 <sup>th</sup> July	Deadline for sending application material: 15 <sup>th</sup> December
NL ZWOLLE05	Nomination Deadline: 15 <sup>th</sup> May  Deadline for sending application material: 1 <sup>st</sup> June	Nomination Deadline: 15 <sup>th</sup> October  Deadline for sending application material: 1 <sup>st</sup> November

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>

**NL ZWOLLE05:** <https://www.windesheim.com/practical-information/studying-at-windesheim/credits-and-grading/>

### 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.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178">http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178</a>
NL ZWOLLE05	<a href="mailto:Internationaloffice@windesheim.nl">Internationaloffice@windesheim.nl</a>	<a href="https://www.windesheim.com/practical-information/studying-at-windesheim/visa/">https://www.windesheim.com/practical-information/studying-at-windesheim/visa/</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.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178">http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178</a>
NL ZWOLLE05	<a href="mailto:Internationaloffice@windesheim.nl">Internationaloffice@windesheim.nl</a>	<a href="https://www.windesheim.com/practical-information/studying-at-windesheim/insurance/">https://www.windesheim.com/practical-information/studying-at-windesheim/insurance/</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.eu.yildiz.edu.tr/sayfa/17/Erasmus-Student-Network/185">http://www.eu.yildiz.edu.tr/sayfa/17/Erasmus-Student-Network/185</a> <a href="https://yildiz.esnturkey.org/accommodation">https://yildiz.esnturkey.org/accommodation</a>
NL ZWOLLE05	<a href="mailto:Internationaloffice@windesheim.nl">Internationaloffice@windesheim.nl</a>	<a href="https://www.windesheim.com/practical-information/studying-at-windesheim/housing/">https://www.windesheim.com/practical-information/studying-at-windesheim/housing/</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	15.11.2021	
NL ZWOLLE05	<b>Mr Bert Meijer</b> <i>Director Human Movement and Education Division</i>	15/11/2021	

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