# 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**

## Information on Digital Inter-Institutional Agreements

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.

# Inter-Institutional Agreement

## Information about the higher education institutions

| Interinstitutional Agreement Partners | | | | |
|---|---|---|---|---|
| **Partner HEI 1** | **Name of the institution (and department, where relevant)** | | **SCHAC code** | **Erasmus code** |
| | INSTITUTO POLITÉCNICO DE PORTALEGRE | | ipportalegre.pt | P POR-TALE01 |
| | **Partner Contact Details** | | | |
| | **#** | **Full Name** | **Email** | **Phone** |
| | 1 | Luís Batista (Coordinator of the International Relations Office of the School of Technology and Management) | gri.estg@ipportalegre.pt | |
| | 2 | Maria José D'Ascensão (Coordinator International Relations Office) | gri@ipportalegre.pt | +351 245 301 500 |
| **Partner HEI 2** | **Name of the institution (and department, where relevant)** | | **SCHAC code** | **Erasmus code** |
| | YILDIZ TECHNICAL UNIVERSITY, Computer Engineering | | yildiz.edu.tr | TR ISTAN-BU07 |
| | **Partner Contact Details** | | | |
| | **#** | **Full Name** | **Email** | **Phone** |
| | 1 | Hafiza İrem Türkmen Çilingir | irem@yildiz.edu.tr | |

| Approvals Table | | | |
|---|---|---|---|
| **SCHAC code** | **Name** | **Email** | **Date** |
| ipportalegre.pt | Maria José D'Ascensão | mariajma@ipportalegre.pt | 2023-12-19T14:37:12Z |
| yildiz.edu.tr | Hafiza İrem TÜRKMEN ÇİLİNGİR | irem@yildiz.edu.tr | 2023-11-24T07:34:57Z |

# Inter-Institutional Agreement

## Partner 1 Factsheet Information

General information entered into the higher education institutions' profile and updated by the higher education institution. The general information about the institution is accessible to students.

| Calendar | |
|---|---|
| **Incoming student nominations must reach the institution by:** | |
| **Autumn term [day/month]** | 15/05 |
| **Spring term [day/month]** | 15/11 |
| **Applications from incoming students must reach the institution by:** | |
| **Autumn term [day/month]** | 31/05 |
| **Spring term [day/month]** | 30/11 |

**The institution will send its decision within 2 weeks, and no later than 5 weeks.**

| Application procedure Information | | |
|---|---|---|
| **Contact email** | **Contact phone** | **Websites for information** |
| gri@ipportalegre.pt | +351245301500 | https://www.ipportalegre.pt/pt/internacionalizacao/cooperacao-e-mobilidade-internacional/programa-erasmus/ |

| Additional requirements Information | | |
|---|---|---|
| **Academic requirements** | | |
| **ECTS completed** | **Subject area (ISCED)** | **EQF level** |
| **Requirement** | **Details** | **Website** |
| Other | All requirements are listed on our website. | https://www.ipportalegre.pt/pt/internacionalizacao/cooperacao-e-mobilidade-internacional/programa-erasmus/ |

| Inclusion and accessibility Information | | | |
|---|---|---|---|
| The institution will provide support to incoming mobile participants with special needs, 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: | | | |
| **Available infrastructure adjusted for people with:** | **Description of infrastructure** | **Contact details** | **Website for information** |

# Inter-Institutional Agreement

| Available support services for people with: | Description of infrastructure | Contact details | Website for information |
|---|---|---|---|

### Housing Information

The 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 contact points and information sources:

| Contact email | Contact phone | Websites for information |
|---|---|---|
| josepolainas@ipportalegre.pt | +351245301500 | https://www.ipportalegre.pt/pt/internacionalizacao/gri/ |

### Visa Information

The institution 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:

| Contact email | Contact phone | Websites for information |
|---|---|---|
| josepolainas@ipportalegre.pt | +351245301500 | https://www.ipportalegre.pt/pt/internacionalizacao/gri/ |

### Insurance Information

The institution 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:

| Contact email | Contact phone | Websites for information |
|---|---|---|
| josepolainas@ipportalegre.pt | +351245301500 | https://www.ipportalegre.pt/pt/internacionalizacao/gri/ |

### Additional Information

| Information on | Contact email | Contact phone | Website for information |
|---|---|---|---|
| Other useful information | gri@ipportalegre.pt | +351245301500 | https://www.ipportalegre.pt/pt/internacionalizacao/cooperacao-e-mobilidade-internacional/programa-erasmus/ |

**A Transcript of Records will be issued by the institution no later than 4 weeks after the assessment period has**

**finished.**
**[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]**

## Partner 2 Factsheet Information

General information entered into the higher education institutions' profile and updated by the higher education institution. The general information about the institution is accessible to students.

| Calendar | |
|---|---|
| **Incoming student nominations must reach the institution by:** | |
| **Autumn term [day/month]** | 04/30 |
| **Spring term [day/month]** | 09/30 |
| **Applications from incoming students must reach the institution by:** | |
| **Autumn term [day/month]** | 06/30 |
| **Spring term [day/month]** | 11/30 |

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

| Application procedure Information | | |
|---|---|---|
| **Contact email** | **Contact phone** | **Websites for information** |
| incoming@yildiz.edu.tr | +902123833932 | https://erasmus.yildiz.edu.tr/en |

| Additional requirements Information | | |
|---|---|---|
| **Academic requirements** | | |
| **ECTS completed** | **Subject area (ISCED)** | **EQF level** |
| **Requirement** | **Details** | **Website** |
| Other | Transcript | https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/How-to-Apply/822 |
| Other | Copy of Passport | https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/How-to-Apply/822 |
| Other | Learning Agreement | https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/How-to-Apply/822 |

| Inclusion and accessibility Information |
|---|

# Inter-Institutional Agreement

| The institution will provide support to incoming mobile participants with special needs, 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: | | | |
|---|---|---|---|
| **Available infrastructure adjusted for people with:** | **Description of infrastructure** | **Contact details** | **Website for information** |
| Infrastructure | Not present | | https://erasmus.yildiz.edu.tr/en |
| **Available support services for people with:** | **Description of infrastructure** | **Contact details** | **Website for information** |

| Housing Information | | |
|---|---|---|
| The 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 contact points and information sources: | | |
| **Contact email** | **Contact phone** | **Websites for information** |
| incoming@yildiz.edu.tr | +902123833932 | https://erasmus.yildiz.edu.tr/page/16/Accommodation/474 |

| Visa Information | | |
|---|---|---|
| The institution 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: | | |
| **Contact email** | **Contact phone** | **Websites for information** |
| incoming@yildiz.edu.tr | +902123833932 | https://erasmus.yildiz.edu.tr/page/16/Visa-and-Residence-Permit/472 |

| Insurance Information | | |
|---|---|---|
| The institution 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: | | |
| **Contact email** | **Contact phone** | **Websites for information** |
| incoming@yildiz.edu.tr | +902123833932 | https://erasmus.yildiz.edu.tr/page/16/Health-Insurance/473 |

| Additional Information | | | |
|---|---|---|---|
| Information on | Contact email | Contact phone | Website for information |

**A Transcript of Records will be issued by the institution no later than 4 weeks after the assessment period has finished.**
**[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]**

# Inter-Institutional Agreement

## Cooperation conditions

Terms of the agreement to be set for each agreement and approved by the institutions. (Information only accessible to the relevant parties)

**Student Mobility for Studies**

| | Sending SCHAC | Sending Department | EQF level | Start Academic Year | End Academic Year |
|---|---|---|---|---|---|
| | yildiz.edu.tr | Computer Engineering | 67 | 2022/2023 | 2028/2029 |

| | Receiving SCHAC | Receiving Department | Blended Mobility option | Number of Students | Total Months Per Year |
|---|---|---|---|---|---|
| | ipportale-gre.pt | School of Technology and Business | YES | 3 | 30 |

**Subject Areas (ISCED)**

| # | Subject Area | Subject Area Clarification |
|---|---|---|
| 1 | 0610 | Information and Communication Technologies (ICTs) |

**Language Skills**

| # | Language | Language Level | Subject Area | Subject Area Clarification |
|---|---|---|---|---|
| 1 | en | B1 | | |

(Row label: 1)

**Sending Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Hafiza İrem Türkmen Çilingir | irem@yildiz.edu.tr | |

**Receiving Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Luís Batista (Coordinator of the International Relations Office of the School of Technology and Management) | gri.estg@ipportalegre.pt | |
| 2 | Maria José D'Ascensão (Coordinator International Relations Office) | gri@ipportalegre.pt | +351 245 301 500 |

# Inter-Institutional Agreement

| Sending SCHAC | Sending Department | EQF level | Start Academic Year | End Academic Year |
|---|---|---|---|---|
| ipportale-gre.pt | School of Technology and Business | 67 | 2022/2023 | 2028/2029 |

| Receiving SCHAC | Receiving Department | Blended Mobility option | Number of Students | Total Months Per Year |
|---|---|---|---|---|
| yildiz.edu.tr | Computer Engineering | YES | 3 | 30 |

**Subject Areas (ISCED)**

| # | Subject Area | Subject Area Clarification |
|---|---|---|
| 1 | 0613 | Software and applications development and analysis |

**Language Skills**

| # | Language | Language Level | Subject Area | Subject Area Clarification |
|---|---|---|---|---|
| 1 | en | B1 | | |

**Sending Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Luís Batista (Coordinator of the International Relations Office of the School of Technology and Management) | gri.estg@ipportalegre.pt | |
| 2 | Maria José D'Ascensão (Coordinator International Relations Office) | gri@ipportalegre.pt | +351 245 301 500 |

**Receiving Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Hafiza İrem Türkmen Çilingir | irem@yildiz.edu.tr | |

**Student Mobility for Traineeships**

**Staff Mobility for Teaching**

# Inter-Institutional Agreement

<table>
<tr><td rowspan="23">1</td><td><strong>Sending SCHAC</strong></td><td><strong>Sending Department</strong></td><td></td><td><strong>Start Academic Year</strong></td><td><strong>End Academic Year</strong></td></tr>
<tr><td>yildiz.edu.tr</td><td>Computer Engineering</td><td></td><td>2022/2023</td><td>2028/2029</td></tr>
<tr><td><strong>Receiving SCHAC</strong></td><td><strong>Receiving Department</strong></td><td></td><td><strong>Number of Staff</strong></td><td><strong>Total Days Per Year</strong></td></tr>
<tr><td>ipportale-gre.pt</td><td>School of Technology and Business</td><td></td><td>3</td><td>21.00</td></tr>
</table>

**Subject Areas (ISCED)**

| # | Subject Area | Subject Area Clarification |
|---|---|---|
| 1 | 0610 | Information and Communication Technologies (ICTs) |

**Language Skills**

| # | Language | Language Level | Subject Area | Subject Area Clarification |
|---|---|---|---|---|
| 1 | tr | B1 | | |
| 2 | en | B2 | | |

**Sending Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Hafiza İrem Türkmen Çilingir | irem@yildiz.edu.tr | |

**Receiving Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Luís Batista (Coordinator of the International Relations Office of the School of Technology and Management) | gri.estg@ipportalegre.pt | |
| 2 | Maria José D'Ascensão (Coordinator International Relations Office) | gri@ipportalegre.pt | +351 245 301 500 |

# Inter-Institutional Agreement

| Sending SCHAC | Sending Department | Start Academic Year | End Academic Year |
|---|---|---|---|
| ipportale-gre.pt | School of Technology and Business | 2022/2023 | 2028/2029 |

| Receiving SCHAC | Receiving Department | Number of Staff | Total Days Per Year |
|---|---|---|---|
| yildiz.edu.tr | Computer Engineering | 3 | 21.00 |

**Subject Areas (ISCED)**

| # | Subject Area | Subject Area Clarification |
|---|---|---|
| 1 | 0613 | Software and applications development and analysis |

**Language Skills**

| # | Language | Language Level | Subject Area | Subject Area Clarification |
|---|---|---|---|---|
| 1 | pt | B1 | | |
| 2 | en | B2 | | |

**Sending Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Luís Batista (Coordinator of the International Relations Office of the School of Technology and Management) | gri.estg@ipportalegre.pt | |
| 2 | Maria José D'Ascensão (Coordinator International Relations Office) | gri@ipportalegre.pt | +351 245 301 500 |

**Receiving Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Hafiza İrem Türkmen Çilingir | irem@yildiz.edu.tr | |

**Staff Mobility for Training**

# Inter-Institutional Agreement

| Sending SCHAC | Sending Department | | Start Academic Year | End Academic Year |
|---|---|---|---|---|
| yildiz.edu.tr | Computer Engineering | | 2022/2023 | 2028/2029 |
| **Receiving SCHAC** | **Receiving Department** | | **Number of Staff** | **Total Days Per Year** |
| ipportale-gre.pt | School of Technology and Business | | 3 | 21.00 |

**Subject Areas (ISCED)**

| # | Subject Area | Subject Area Clarification |
|---|---|---|
| 1 | 0610 | Information and Communication Technologies |

**Language Skills**

| # | Language | Language Level | Subject Area | Subject Area Clarification |
|---|---|---|---|---|
| 1 | tr | B1 | | |
| 2 | en | B2 | | |

**Sending Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Hafiza İrem Türkmen Çilingir | irem@yildiz.edu.tr | |

**Receiving Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Luís Batista (Coordinator of the International Relations Office of the School of Technology and Management) | gri.estg@ipportalegre.pt | |
| 2 | Maria José D'Ascensão (Coordinator International Relations Office) | gri@ipportalegre.pt | +351 245 301 500 |

# Inter-Institutional Agreement

| | Sending SCHAC | Sending Department | | Start Academic Year | End Academic Year |
|---|---|---|---|---|---|
| **2** | ipportale-gre.pt | School of Technology and Business | | 2022/2023 | 2028/2029 |
| | **Receiving SCHAC** | **Receiving Department** | | **Number of Staff** | **Total Days Per Year** |
| | yildiz.edu.tr | Computer Engineering | | 3 | 21.00 |

**Subject Areas (ISCED)**

| # | Subject Area | Subject Area Clarification |
|---|---|---|
| 1 | 0613 | Software and applications development and analysis |

**Language Skills**

| # | Language | Language Level | Subject Area | Subject Area Clarification |
|---|---|---|---|---|
| 1 | pt | B1 | | |
| 2 | en | B2 | | |

**Sending Contact Details**

| # | Full Name | Email | Phone |
|---|---|---|---|
| 1 | Luís Batista (Coordinator of the International Relations Office of the School of Technology and Management) | gri.estg@ipportalegre.pt | |
| 2 | Maria José D'Ascensão (Coordinator International Relations Office) | gri@ipportalegre.pt | +351 245 301 500 |

**Receiving Contact Details**

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| 1 | Hafiza İrem Türkmen Çilingir | irem@yildiz.edu.tr | |