



# Erasmus+ Programme

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

### Inter-institutional agreement 2020-2021 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>Yıldız Technical University</b>	TR ISTANBU07	<i>Institutional Coordinator</i> İbrahim Murat Turhan, PhD Yıldız Technical University, Tas Kısla Building, A-1002, 34220, Esenler, Istanbul / TURKEY E-mail: <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/index.php?r=program/view&amp;id=9&amp;aid=11">http://www.bologna.yildiz.edu.tr/index.php?r=program/view&amp;id=9&amp;aid=11</a>
		<i>Departmental Coordinator</i> Tel: +90 212 383 44 25 E-mail: <a href="mailto:filiz_karaman@hotmail.com">filiz_karaman@hotmail.com</a>	
<b>POLITECHNIKA GDAŃSKA (Gdańsk University of Technology)</b>  Narutowicza 11/12, 80-233 Gdańsk, Poland	PL GDANSK02	Coordinator at Faculty of Management and Economics <b>Katarzyna Stankiewicz</b> <a href="mailto:erasmus@zie.pg.edu.pl">erasmus@zie.pg.edu.pl</a> phone:+48 58 347 24 93	<a href="http://pg.edu.pl/">http://pg.edu.pl/</a> <a href="https://pg.edu.pl/international/about-erasmusplus">https://pg.edu.pl/international/about-erasmusplus</a>
		<i>Institutional Coordinator</i> <b>Maria Doerffer</b> , <a href="mailto:mdoerffer@pg.edu.pl">mdoerffer@pg.edu.pl</a> <a href="mailto:international@pg.edu.pl">international@pg.edu.pl</a> phone:+48 58 347 20 42	<a href="http://www.ects.pg.edu.pl">www.ects.pg.edu.pl</a>  <a href="https://zie.pg.edu.pl/en/home-page">https://zie.pg.edu.pl/en/home-page</a>

## 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*]	
PL GDANSK02	TR ISTANBU07	0542	Statistics	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2 students x 10 months	Only by individual agreement
TR ISTANBU07	PL GDANSK02	0413	Management	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2 students x 10 months	Only by individual agreement
		0413	International Management	2 <sup>nd</sup>		
		0413, 0311	Small Business Economics and Management	2 <sup>nd</sup>		
		0311	Economic Analytics	2 <sup>nd</sup>		
		0610	Data Engineering	2 <sup>nd</sup>		



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
PL GDANSK02	TR ISTANBU07	0542	Statistics	2 persons (5 days of teaching period each)	Only by individual agreement
TR ISTANBU07	PL GDANSK02	0413	Management	2 persons (5 days of teaching period each)	Only by individual agreement
		0413	International Management		
		0413, 0311	Small Business Economics and Management		
		0311	Economic Analytics		
		0610	Data Engineering		

### 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		Turkish	English	<b>B1</b>	<b>B2</b>
PL GDANSK02		Polish	English	<b>B1</b>	<b>B2</b>

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

<b>TR</b> <b>ISTANBU07</b>	<ul style="list-style-type: none"> <li>Exchange students should be nominated by the home institution.</li> <li>Exchange students are required to complete the online application module: <a href="https://ytuerasmus.yildiz.edu.tr/">https://ytuerasmus.yildiz.edu.tr/</a></li> <li>YTU provides infrastructure for welcoming students and staff with special needs.</li> </ul>
<b>PL</b> <b>GDANSK02</b>	<p>On-line application for Erasmus students : <a href="http://pg.edu.pl/international/erasmus-incoming-students">http://pg.edu.pl/international/erasmus-incoming-students</a> More information about possibilities to learn Polish language can be found at the following website: <a href="https://pg.edu.pl/international/polish-language-courses">https://pg.edu.pl/international/polish-language-courses</a></p> <p>Gdańsk University of Technology welcomes students and teachers with disabilities. For all questions please, contact, Rector's representative for persons with disabilities <a href="mailto:jakub.olczak@pg.edu.pl">jakub.olczak@pg.edu.pl</a>, tel: +48 58 347 15 32.</p> <p>There is a variety of events and programmes for incoming students organized by Gdańsk University of Technology and Erasmus Student Network <a href="http://gdansk.esn.pl/">http://gdansk.esn.pl/</a></p>

<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
PL GDANSK02 Academic calendar : <a href="https://pg.edu.pl/dzial-ksztalcenia/academic-calendar">https://pg.edu.pl/dzial-ksztalcenia/academic-calendar</a>	June, 30 <sup>th</sup>	December, 15 <sup>th</sup>

2. The receiving institution

TR ISTANBU07 will send its decision within **10 weeks** after submitting all required documents

The receiving institution **PL GDANSK02** will send its decision within **4 weeks**.

3. Issue of the **Transcript of Records**

TR ISTANBU07: 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]*

PL GDANSK02: 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. *[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>

PL GDANSK02  
<http://pg.edu.pl/international/grading-system>

- A (5.0) very good / bardzo dobry  
 B (4.5) more than good / dobry plus  
 C (4.0) good / dobry  
 D (3.5) quite good / dostateczny plus  
 E (3.0) satisfactory / dostateczny  
 F (2.0) insufficient / niedostateczny

## 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	incoming@yildiz.edu.tr	<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>
PL GDANSK02	Paulina Szumera, <a href="mailto:pauszume@pg.edu.pl">pauszume@pg.edu.pl</a> tel:+48 58 347 23 84	<a href="http://pg.edu.pl/international/legal-stay">http://pg.edu.pl/international/legal-stay</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	incoming@yildiz.edu.tr	<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>
PL GDANSK02	Paulina Szumera, <a href="mailto:pauszume@pg.edu.pl">pauszume@pg.edu.pl</a> tel:+48 58 347 23 84	<a href="https://pg.edu.pl/international/medical-care">https://pg.edu.pl/international/medical-care</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	incoming@yildiz.edu.tr	<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>
PL GDANSK02	Paulina Szumera, <a href="mailto:pauszume@pg.edu.pl">pauszume@pg.edu.pl</a> tel: +48 58 347 23 84	<a href="https://pg.edu.pl/international/accomodation">https://pg.edu.pl/international/accomodation</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
TR ISTANBU07	İbrahim Murat Turhan, PhD Institutional Coordinator	16. Oct. 2020	
PL GDANSK02	Prof. Janusz Nieznański Vice-Rector for Internationalisation and Innovation	20 10 2020 Vice-Rector for Internationalisation and Innovation	 

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

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