



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) |
|---|-----------------|--|---|
| Yıldız Technical University Faculty of Electrical and Electronics Engineering Department of Computer Engineering | TR ISTANBU07 | Prof. Dr. Murat Sari <i>Institutional Coordinator</i> +90 212 383 39 32/37 erasmus@yildiz.edu.tr incoming@yildiz.edu.tr Assoc. Prof. Gokhan Bilgin <i>Departmental Coordinator</i> +90 212 383 57 78 E-mail: gbilgin@yildiz.edu.tr | www.yildiz.edu.tr www.erasmus.yildiz.edu.tr/en Course Catalogue: www.bologna.yildiz.edu.tr |
| INSTITUTO POLITÉCNICO DE TOMAR | P TOMAR01 | Prof. ^a Doutora Rita Anastácio <i>Institutional Coordinator</i> Relations Office/Gabinete de Relações Internacionais Estrada da Serra – Quinta do Contador, 2300-313 Tomar Portugal | http://www.gri.ip.t.pt/ |

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|--|--|--|--|
| | | Phone: +351249346363 Fax: +351249346366 gri@ipt.pt | |
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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 st , 2 nd or 3 rd] | 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 | P TOMAR01 | 61 | Computer Engineering | 1 st , 2 nd , 3 rd | 2 students x 8 months | Only by individual agreement |
| P TOMAR01 | TR ISTANBU07 | 61 | Computer Engineering | 1 st , 2 nd , 3 rd | 2 students x 8 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 | P TOMAR01 | 61 | Computer Engineering | 2 staff x 1 week | Only by individual agreement |
| P TOMAR01 | TR ISTANBU07 | 61 | Computer Engineering | 2 staff x 1 week | 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 ¹ | |
|---|------------------------|---------------------------|---------------------------|---|--|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| TR ISTANBU07 | 61 | Turkish | English | B1 | B2 |
| P TOMAR01 | | Portuguese | English | English: B1 | English: 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.

PARTNER

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 | Online Application Period |

¹For 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>

| | | |
|-----------|--|--|
| | 15 th May-15 th July | 15 th October-15 th December |
| P TOMAR01 | Preferably the previous Semester | Preferably the previous Semester |

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>

P TOMAR01: <http://www.gri.ipt.pt/>

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 | http://www.erasmus.yildiz.edu.tr/page/Erasmus--Studies-Europe/Visa-and-Residence-Permit/472 |
| P TOMAR01 | International Relations Office/Gabinete de Relações | www.gri.ipt.pt |

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|--|--|--|--|
| | Internacionais Estrada da Serra – Quinta do Contador, 2300-313 Tomar Portugal Phone: +351249346363 Fax: +351249346366 gri@ipt.pt | | |
|--|--|--|--|

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 | http://www.erasmus.yildiz.edu.tr/page/Erasmus-Studies-Europe/Health-Insurance/473 |
| P TOMAR01 | International Relations Office/Gabinete de Relações Internacionais Estrada da Serra – Quinta do Contador, 2300-313 Tomar Portugal Phone: +351249346363 Fax: +351249346366 gri@ipt.pt | http://www.gri.ipt.pt/ |

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 | http://www.erasmus.yildiz.edu.tr/page/Erasmus-Studies-Europe/Accommodation/474 https://yildiz.esnturkey.org/accommodation |
| P TOMAR01 | International Relations Office/Gabinete de Relações | http://www.gri.ipt.pt/ |

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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ² |
|-------------------------------|--|--|---|
| TR ISTANBU07 | Prof. Dr. Murat Sari <i>Institutional Coordinator</i> | 22.06.2020 |   |
| P TOMAR01 | Prof. Doutor João Coroado, President | João Paulo Pereira de Freitas Coroado | c=PT, o=Instituto Politécnico de Tomar, cn=João Paulo Pereira de Freitas Coroado 2020.06.15 12:11:23 +01'00' |

²Scanned signatures are accepted