



# 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 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.

#### Validity period of the agreement

Timeframe	Academic Year*
Start of validity	[2021/2022]
End of validity	[2028/2029]

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

## A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>2</sup> (email, phone)	Websites ( General/Faculties/ Course catalogue)
Bucharest University of Economic Studies	RO BUCURES04	<p><b>Prof. Marius Constantin PROFIROIU, PhD.</b> Erasmus Institutional Coordinator Vice-Rector for International Relations</p> <p><b>Christine Demeter, PhD.</b> Head of Erasmus+ Office</p> <p><b>Prof. Ionela Costica, PhD.</b> Dean of the Faculty of Finance and Banking <a href="mailto:ionela.costica@fin.ase.ro">ionela.costica@fin.ase.ro</a></p> <p><b>Teodora Fulga, PhD</b> <b>Mariana Todircan</b> Administrative contacts</p> <p>Address: Piata Romana 6, 010374, Bucharest Romania Tel: +4021 319 19 10 Fax: +4021 319 20 23 Email: <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a></p>	<p><a href="http://www.international.ase.ro">www.international.ase.ro</a></p> <p><a href="http://www.ase.ro">www.ase.ro</a></p>
Yıldız Technical University	TR ISTANBU07	<p>Murat TURHAN, PhD Institutional Coordinator +90 212 383 39 40 <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a> <a href="mailto:bilateralagreements@yildiz.edu.tr">bilateralagreements@yildiz.edu.tr</a></p> <p>Alaaddin Tok, PhD Departmental Coordinator phone: + 90 212-383 6885 email: <a href="mailto:atok@yildiz.edu.tr">atok@yildiz.edu.tr</a> Çiftehavuzlar, 34220, Esenler</p>	<p><a href="http://www.yildiz.edu.tr">www.yildiz.edu.tr</a></p> <p><a href="http://www.erasmus.yildiz.edu.tr/en">www.erasmus.yildiz.edu.tr/en</a></p> <p>Course Catalogue: <a href="http://www.bologna.yildiz.edu.tr">www.bologna.yildiz.edu.tr</a></p>

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

## B. Mobility numbers<sup>3</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
RO BUCURE S04	TR ISTANBU 07	0412	Finance, Banking and Insurance		1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	4	5	Only by individual agreement	Only by individual agreement
TR ISTANBU 07	RO BUCURE S04	0412	Finance, Banking and Insurance		1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	4	5	Only by individual agreement	Only by individual agreement

### 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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
RO BUCURES 04	TR ISTANBU07	0412	Finance, Banking and Insurance	1	1 week	Only by individual agreement	Only by individual agreement

<sup>3</sup> 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>)

TR ISTANBUO 7	RO BUCURES0 4	0412	Finance, Banking and Insurance	1	1 week	Only by individual agreement	Only by individual agreement
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### 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>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
RO BUCURES04		English	Romanian/ French	B1	B2
TR ISTANBU07		Turkish	English	B1	B2

### D. Calendar

**Nominations of incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
RO BUCURES04	July 15th	December 1st
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

**Applications from incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
RO BUCURES04	July 30 <sup>th</sup>	December 15th
TR ISTANBU07	15 <sup>th</sup> July	15 <sup>th</sup> December

<sup>4</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>

## Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
RO BUCURES04	Teodora FULGA +40213191910 <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a>	<a href="https://international.ase.ro/21/">https://international.ase.ro/21/</a>
TR ISTANBU07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.erasmus.yildiz.edu.tr/en">http://www.erasmus.yildiz.edu.tr/en</a>

## E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
RO BUCURES04	-	-	-
TR ISTANBU07	<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> </ul>		<a href="http://www.erasmus.yildiz.edu.tr/en">http://www.erasmus.yildiz.edu.tr/en</a>

The receiving institution will send its decision within 4 weeks **and 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 infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
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RO BUCURES04	-	-	Teodora FULGA +40213191910 <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a>	<a href="https://international.ase.ro/21/">https://international.ase.ro/21/</a>
TR ISTANBU07	YTU provides infrastructure for welcoming students and staff with special needs.		<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.erasmus.yildiz.edu.tr/en">http://www.erasmus.yildiz.edu.tr/en</a>

## 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
RO BUCURES04	Teodora FULGA +40213191910 <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a>	<a href="https://international.ase.ro/21/">https://international.ase.ro/21/</a>
TR ISTANBU07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.erasmus.yildiz.edu.tr/en">http://www.erasmus.yildiz.edu.tr/en</a> <a href="https://yildiz.esnturkey.org/accommodation">https://yildiz.esnturkey.org/accommodation</a>

### 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
RO BUCURES04	Teodora FULGA +40213191910 <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a>	<a href="http://mae.ro/en/node/2035">http://mae.ro/en/node/2035</a>
TR ISTANBU07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.erasmus.yildiz.edu.tr/en">http://www.erasmus.yildiz.edu.tr/en</a>

### **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
RO BUCURES04	Teodora FULGA +40213191910 <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a>	European Health Insurance Card (for EU countries) <a href="http://ec.europa.eu/social/main.jsp?catId=559">http://ec.europa.eu/social/main.jsp?catId=559</a> or any private insurance valid in Romania
TR ISTANBU07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.erasmus.yildiz.edu.tr/en">http://www.erasmus.yildiz.edu.tr/en</a>

### **4. Additional information**

<b>Receiving institution [Erasmus code]</b>	<b>Information on recognition process / other useful information:</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
RO BUCURES04	A scale of 1 (minimum) to 10 (maximum)	Teodora FULGA +40213191910 <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a>	<a href="https://international.ase.ro/21/wp-content/uploads/2021/01/Grila-echivalare-note.pdf">https://international.ase.ro/21/wp-content/uploads/2021/01/Grila-echivalare-note.pdf</a>
TR ISTANBU07			<a href="http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading">http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading</a>

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.

#### **RO BUCURES04:**

*Bucharest University of Economic Studies- Grading System*

*(<https://international.ase.ro/21/wp-content/uploads/2021/01/Grila-echivalare-note.pdf>)*

*A scale of 1 (minimum) to 10 (maximum) applies to the marks in the Romanian education system. The final grades are integers, the minimum grade required for passing an exam and obtaining the credits is 5.*



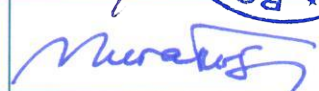
Final Grade	ECTS grade
10	Excellent (A)
9	Very good (A)
8	Good (B-)
7	Good (C)
6	Satisfactory (D)
5	Sufficient (E)
1-4	Unsatisfactory/fail (F)

**TR ISTANBU07:** <http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading>

### Termination of the agreement

*In case of changes, the partners can amend the agreement. 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."*

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

Institution [Erasmus code]	Name, function	Date	Signature
RO BUCURES04	Prof. Nicolae Istudor, PhD	13.12.2021	 
TR ISTANBU07	Murat TURHAN, PhD Institutional Coordinator	02 Dec. 2021	



<sup>5</sup> Scanned signatures are accepted