



# Erasmus+ Programme

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

## Inter-institutional<sup>(1)</sup> agreement 2014-2020/2021 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 <sup>(2)</sup> (email, phone)	Website (eg. of the course catalogue)
Università degli Studi di Perugia	I PERUGIA01	Sonia Trinari Head International Relations Office Università degli Studi di Perugia Piazza Università, 1 06123 Perugia - Italy e-mail: <a href="mailto:area.relint@unipg.it">area.relint@unipg.it</a> Tel. +39-075-5852106; +39-075-5852084; +39-075-5852036 Fax: +39-075-5852209	University of Perugia <a href="http://www.unipg.it/">http://www.unipg.it/</a>  International Relations Area: <a href="http://www.unipg.it/internazionale">http://www.unipg.it/internazionale</a>  ECTS Catalogue: <a href="http://www.unipg.it/en/students/ects-guide">http://www.unipg.it/en/students/ects-guide</a>
YILDIZ TECHNICAL UNIVERSITY	TR ISTANBU07	<b>Institutional:</b> <b>Assoc. Prof. Dr. Bayram Ali Ersoy</b> (Institutional Erasmus Coordinator) Tel: +9 0212 383 2069 e-mail: <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a> <b>Departmental:</b> <b>Assist. Prof. Dr. Emel Esen</b> Tel: +90 212 383 25 47 e-mail: <a href="mailto:yildizerasmus.mgmt@gmail.com">yildizerasmus.mgmt@gmail.com</a>	<a href="http://www.bologna.yildiz.edu.tr">www.bologna.yildiz.edu.tr</a>

## 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 * [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 *
I PERUGIA01	TR ISTANBU07	041	<b>Business and administration (broad programmes)</b> <i>Academic Coordinators:</i> ELVIRA LUSSANA and LUCA FERRUCCI E-Mail: elvira.lussana@unipg.it luca.ferrucci@unipg.it	1, 2, 3	5x10	
TR ISTANBU07	I PERUGIA01	041	Business Administration	1, 2	5x10	

[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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 *

I PERUGIA01	TR ISTANBU07	041	Business and administration (broad programmes)	1x5	
TR ISTANBU07	I PERUGIA01	041	Business Administration	1x5	

### 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 [4]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I PERUGIA01		Italian	English only for students who apply for Laboratory training	B1  [The University of Perugia offers an Italian Language Course free of charge in September and February for all international students. Italian Language Courses are offered all year round at a reduced price: <a href="http://tinyurl.com/lang-course">http://tinyurl.com/lang-course</a> ]	B2  [Teaching staff is also welcome to teach classes in English, French, German Portuguese and Spanish depending on the hosting Degree Course]
TR ISTANBU07		Turkish	English	B1	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

The selection criteria for students and staff are regulated by the sending University; measures for preparing, receiving and integrating mobile students and/or staff are organised by the receiving institution according to the regulations of the Educational, Audiovisual & Cultural Executive Agency (FACEA) and National Agencies.

The Institutions have infrastructures to welcome students and staff with disabilities.

## E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term*	Spring term*
	[month]	[month]
I PERUGIA01	<b>Application deadline:</b> July 15th  <b>Academic calendar:</b> <a href="http://www.unipg.it/en/courses/academic-calendar">http://www.unipg.it/en/courses/academic-calendar</a>	<b>Application deadline:</b> December 15th  <b>Academic calendar:</b> <a href="http://www.unipg.it/en/courses/academic-calendar">http://www.unipg.it/en/courses/academic-calendar</a>
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

[\* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 4 weeks.

3. A Transcript of Records will be issued by the receiving institution upon the student's departure or, in any case, 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 2014 will only take effect as of 1 September 2014+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

The receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide [5]. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I PERUGIA01	<a href="http://www.unipg.it/en">http://www.unipg.it/en</a> e-mail: <a href="mailto:area.relint@unipg.it">area.relint@unipg.it</a> Tel. +39-075-5852106	<a href="http://www.unipg.it/en/students/ects-guide">http://www.unipg.it/en/students/ects-guide</a>
TR ISTANBU07		<a href="http://www.bologna.yildiz.edu.tr/index.php?r=institution/gradin">http://www.bologna.yildiz.edu.tr/index.php?r=institution/gradin</a>

## 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
I PERUGIA01	<a href="mailto:servizio.incoming@unipg.it">servizio.incoming@unipg.it</a> Tel. +39-075-5852024 Fax +39-075-5852352 <a href="mailto:area.relint@unipg.it">area.relint@unipg.it</a> Tel. +39-075-5852106	<a href="http://www.unipg.it/en/students/ects-guide">http://www.unipg.it/en/students/ects-guide</a>
TR ISTANBU07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.konsolosluk.gov.tr/tr/en/start.aspx">http://www.konsolosluk.gov.tr/tr/en/start.aspx</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
I PERUGIA0 1	<a href="mailto:servizio.incoming@unipg.it">servizio.incoming@unipg.it</a>  Tel. +39-075-5852024  Fax +39-075-5852352  <a href="mailto:area.relint@unipg.it">area.relint@unipg.it</a>  Tel.+39-075-5852106	<a href="http://www.unipg.it/en/students/ects-guide">http://www.unipg.it/en/students/ects-guide</a>
TR ISTANBUO 7	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749">http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749</a>

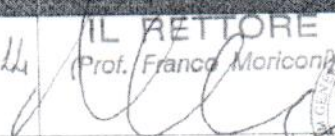


#### **4. Housing**

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
I PERUGIA 01	<a href="mailto:servizio.incoming@unipg.it">servizio.incoming@unipg.it</a>  Tel. +39-075-5852024  Fax +39-075-5852352  <a href="mailto:area.relint@unipg.it">area.relint@unipg.it</a>  Tel.+39-075-5852106	<a href="http://www.unipg.it/en/students/ects-guide">http://www.unipg.it/en/students/ects-guide</a>
TR ISTANBUO 07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation">http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation</a>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>[1]</sup>
I PERUGIA01	The Rector Prof. Franco Moriconi	22/04/2014	IL RETTORE (Prof. Franco Moriconi) 
TR ISTANBU07	Assoc. Prof. Dr. Bayram Ali Ersoy (Institutional Erasmus Coordinator)		 

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Date 22/04/2014

[1] Inter-institutional agreements can be signed by two or more higher education Institutions

[2] Contact details to reach the senior officer in charge of this agreement and of its possible updates.

[3] Mobility numbers can be given per sending/receiving institutions and per education field (optional\*  
(<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>.)

[4] 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>

[5] [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

[6] Scanned signatures are accepted