



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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)
Yildiz Technical University	TR ISTANBUO	Institutional: Assoc.Prof.Dr. Bayram Ali Ersoy (<i>Institutional Erasmus Coordinator</i>) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr Departmental: Assist. Prof. Dr. Emel Esen Faculty of Economics and Administrative Sciences Business Administration Department e-mail: yildizerasmus.mgmt@gmail.com	http://www.bologna.yildiz.edu.tr/

Bucharest University of Economic Studies	RO BUCURES04	Institutional: Prof. Viorel Leter, PhD Erasmus institutional coordinator Assoc Prof. Anca Bogdan, PhD. Director of International Relations Tel. +40 21 319 19 10 Tel./Fax: +40 21 319 20 23 E-mail: erasmus@ase.ro	http://www.ase.ro http://www.international.ase.ro
		Departmental: Prof. Dumitru Miron, PhD. Dean, Faculty of International Economic Relations	

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 Traineeship s
TR ISTANBU07	RO BUCURES04	041	Business Admin.	1 st , 2 nd	2*10=20	Only by individual agreement
RO BUCURES04	TR ISTANBU07	041	Business Admin.	1 st , 2 nd	2*10=20	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	RO BUCURES04	041	Business Admin.	2*5=10 days	2*5=10 days
RO BUCURES04	TR ISTANBU07	041	Business Admin.	2*5=10 days	2*5=10 days

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	RO BUCURES04	English	Turkish	B1	B2
RO BUCURES04	TR ISTANBU07	English	French / German / Romanian	B2	C1

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: <http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/forspecialneeds>

RO BUCURES04: ASE provides facilities and assistance to the students and staff with disabilities in order to provide equal learning and employment opportunities. For the necessary arrangements, please contact the International Relations Department: erasmus@ase.ro

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 th May-15 th July	Online Application Period 15 th October-15 th December
RO BUCURES04	Application deadline: 30 th July	Application deadline: 15 th December

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

¹ 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>

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

Additional changes in mobility or in specific contract conditions can be discussed via email during the academic year. 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. 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>

RO BUCURES 04

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.

Romanian grade	ECTS Grade	% of students who achieve this grade
10	Excellent (A)	10
9	Very good (B)	25
8	Good (B-)	
7	Good (C)	30
6	Satisfactory (D)	25
5	Sufficient (E)	10
1 - 4	Unsatisfactory / Fail (F)	-

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.konsolosluk.gov.tr/tr/en/start.aspx
RO BUCURES04	erasmus@ase.ro T/F: +40 21 319 20 23	http://mae.ro/en/node/2035

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.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749
RO BUCURES04	erasmus@ase.ro T/F: +40 21 319 20 23	European Health Insurance Card (EHIC) or equivalent http://ec.europa.eu/social/main.jsp?catId=559



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.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation
RO BUCURES04	erasmus@ase.ro +40 21 319 20 23	www.international.ase.ro/students

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	22 JUL 2015	
RO BUCURES04	Prof. Pavel NASTASE, PhD. Rector	03.07.2015	

² Scanned signatures are accepted