



Erasmus+ Programme

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

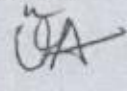
Inter-institutional agreement 2018-2020 between programme countries

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 ¹ (email, phone)	Website (e.g. of the course catalogue)
TECHNICAL UNIVERSITY OF VARNA	BG VARNA02	Erasmus Operational Coordinator eng. Sergey Dimitrov, MSc International Relations Department 1 Studentska Str., BG-9010 Varna, Bulgaria Phone: +35952383538 Email: erasmus@tu-varna.bg	http://foreignst.tu-varna.bg/#start http://www2.tu-varna.bg/tu-varna/#
		Department coordinator: assoc. prof. Deyan Minkov Dimitrov, PhD Mechanics and Machine Elements department Phone: +359878148125 Email: dm.dimitrov@tu-varna.bg	http://www.tu-varna.bg/tu-varnamme/index.php?language=en
Yildiz Technical University	TR ISTANBU07	Prof. Dr. Bayram Ali Ersoy Institutional Coordinator Tel: +90 212 383 56 50/55 E-mail: erasmus@yildiz.edu.tr	www.yildiz.edu.tr www.eu.yildiz.edu.tr/en

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Department of Mechanical Engineering	Assoc. Prof. Dr. Özgen Açıköz Departmental Coordinator for Outgoing Students Tel: +90 212 383 2914 E-mail: oaacikgoz@yildiz.edu.tr	 	www.bologna2018.yildiz.edu.tr
	Assoc. Prof. Dr. Alper Uysal Departmental Coordinator for Incoming Students Tel: +90 212 383 2807 E-mail: auysal@yildiz.edu.tr		

B. Mobility numbers 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.

c	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED J]	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 *
BG VARNA02	TR ISTANBU07	0715	Mechanical Engineering	1 st , 2 nd , 3 rd	2 students/ 10 months each	-
TR ISTANBU07	BG VARNA02	0715	Mechanical Engineering	1 st , 2 nd , 3 rd	2 students/ 10 months each	-

[*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 *

BG VARNA02	TR ISTANBU07	0715	Mechanics and metal trades	2 staff/ 5 days each (8 hours)	2 staff/ 5 days each
TR ISTANBU07	BG VARNA02	0715	Mechanics and metal trades	2 staff/ 5 days each (8 hours)	2 staff/ 5 days each

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]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
			Student Mobility for Studies	Staff Mobility for Teaching
BG VARNA02	Bulgarian	English	B1	B2
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.³ 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.

E.⁴ Calendar

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

³⁴ Items D, E and F are for information purposes only and are subject to change. Partners will exchange information about these matters annually by sending an information sheet covering the most relevant information concerning student mobility.

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
BG VARNA02	30 th June	30 th November
TR ISTANBU07	Online Application Period 15 th May-15 th July	Online Application Period 15 th October-15 th December

2. The receiving institution will send its decision within 6 weeks.
3. 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.
4. Termination of the agreement
In the event of unilateral termination, a notice of at least one academic year should be given.

F.5 Information

1. Grading systems of the institutions

BG VARNA02: Bulgarian Grading system

ECTS Grade	Bulgarian Grade	Definition
A- Excellent	5.50-6.00	EXCELLENT - outstanding performance with only minor errors
B - Very good	4.50-5.49	VERY GOOD- above the average standard but with some errors
C- Good	3.50-4.49	GOOD - generally sound work with a number of notable errors
D-satisfactory	3.00-3.49	SATISFACTORY - fair but with significant Shortcomings
E, FX, F- fail	2	FAIL - some more work required

- 1 full academic year (2S) should have 60 credit points
- 1 semester should have 30 credit points
- 1 ECTS credit point corresponds to 30 hours (lectures + seminars + homework)

TR ISTANBU07: <http://www.bologna2018.yildiz.edu.tr/index.php?r=institution/grading>

⁵ Items D, E and F are for information purposes only and are subject to change. Partners will exchange information about these matters annually by sending an information sheet covering the most relevant information concerning student mobility.

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 in securing visas can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
BG VARNA02	International Relations Office erasmus@tu-varna.bg Phone: +35952383538	https://www.mfa.bg/bg/18/
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178

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. Information and assistance regarding insurance can be provided by the following contact points and information sources:



Institution [Erasmus code]	Contact details (email, phone)	Website for information
BG VARNA02	BG National Health Insurance Fund – EU Union Integration erasmus@tu-varna.bg	http://www.en.nhif.bg/web/guest/home
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178

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 regarding housing can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
BG VARNA02	erasmus@tu-varna.bg Phone: +35952383538	http://foreignst.tu-varna.bg/#start
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/sayfa/17/Erasmus-Student-Network/185

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
BG VARNA02	prof. Rozalina Dimova, PhD Rector of The Technical University of Varna		
TR ISTANBU07	Prof.Dr. Murat SARI <i>Institutional Erasmus Coordinator</i>	11.12.2018	

⁶ Scanned signatures are accepted