



ERASMUS + PROGRAMME (Key Action 1)
INTER-INSTITUTIONAL AGREEMENT for the academic years 2014/2021

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	Erasmus Code	Contact Details	Website
BEUTH HOCHSCHULE FÜR TECHNIK BERLIN	D BERLIN04	Institutional Coordinator (name, address, phone, fax, e-mail) KARLHEINZ BORCHERT DIRECTOR INTERNATIONAL OFFICE LUXEMBURGER STR. 10 13353 BERLIN, GERMANY Tel.: +49 304504 2768 Fax: +49 304504 2728 / 2959 email: ausland@beuth-hochschule.de , borchert@beuth-hochschule.de	http://www.beuth-hochschule.de/
		Academic Contact (name, address, phone, fax, E-mail) Department Electrical Engineering : Prof. Dr.-Ing. Armin Sehr Tel.: +49 32 4504-5369 Email: sehr@beuth-hochschule.de	
		Administrative Contact (name, address, phone, fax, e-mail) CORINNA KLEESIEK INTERNATIONAL OFFICE LUXEMBURGER STR. 10 13353 BERLIN, GERMANY Tel.: +49 30 4504 2950 Fax: +49 30 4504 2959 email: ausland@beuth-hochschule.de	http://www.beuth-hochschule.de/2013/
YILDIZ TECHNICAL UNIVERSITY	TR ISTANBU 07	Institutional Coordinator (name, address, phone, fax, e-mail) Bayram Ali ERSOY Director of International Office YTU EU OFFICE [CENTRAL CAMPUS] (EU OFFICE) YTÜ Merkez Kampüsü N-Blok Agavat Binası 34349 Yıldız-Istanbul Phone: 0212-383 20 69 Fax: 0212-236 71 92 E-mail: erasmus@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/eu/
		Academic Contact (name, address, phone, fax, E-mail) Electronics and Telecommunication Engineering: Ast.Prof.Dr. Nihan KAHRAMAN Phone:+90 212 383 58 90 e-mail: nicoskun@yildiz.edu.tr	http://www.yildiz.edu.tr/~nicoskun/
		Administrative Contact (name, address, phone, fax, e-mail) Nurdan YILDIZ incoming@yildiz.edu.tr +90 212 383 2069 +90 212 236 7129	

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.

STUDENTS (Mobility for Studies)

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*]
D BERLIN04	TR ISTANBU07	529	Engineering and engineering trades (others)	1;2;3	4 students x 10 months each (=40 months)
TR ISTANBU07	D BERLIN04	529	Engineering and engineering trades (others)	1;2;3	4 students x 10 months each (=40 months)

* Total number of months.

STAFF

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code	Subject Area Name	Number of staff mobility periods	
				Staff Mobility for Teaching*	Staff Mobility for Training*
D BERLIN04	TR ISTANBU07	529	Engineering and engineering trades (others)	5 days	
TR ISTANBU07	D BERLIN04	529	Engineering and engineering trades (others)	5 days	

* Total number of 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	Subject Area	Language of instruction 1	Language of instruction 2	Recommended level	
				Mobility for Studies	Mobility for Teaching
				L1	L2
D BERLIN04	529	GERMAN		B1	ENGLISH, C1
TR ISTANBU07	529	ENGLISH		C1	ENGLISH, C1

D. Additional requirements

The institutions intend to provide with the appropriate infrastructure to welcome students and staff with disabilities.

E. Calendar

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

Receiving Institution	Autumn term	Spring Term
D BERLIN04	May, 1st	November, 1st
TR ISTANBU07	15th May – 15th July	15th October – 15th December

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.
4. 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

D BERLIN04	
German Scale	Definition
1,0	Excellent
1,3	
1,7	
2,0	Good
2,3	
2,7	
3,0	Satisfactory
3,3	
3,7	
4,0	Sufficient
5,0	Failed
m.E.: mit Erfolg teilgenommen	m.E.: successfully participated
o.E.: ohne Erfolg teilgenommen	o.E.: unsuccessfully participated
t.o.P.: teilgenommen ohne Prüfung	t.o.P.: participated without exams


TR ISTANBU07

2. Visa, Insurance and Housing

The sending and receiving institutions will provide assistance in securing visas (when required), in obtaining insurance (the receiving institution will inform of cases in which insurance cover is not automatically provided) and in finding accommodation for mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

	Institution	Contact Details	Website for information
VISA	D BERLIN04	No VISA required as an EU national. E-mail: ausland@beuth-hochschule.de Phone: (+49-30) 4504-2950	http://www.beuth-hochschule.de/516/
	TR ISTANBU07	erasmus@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/eu/
INSURANCE	D BERLIN04	E-mail: ausland@beuth-hochschule.de Phone: (+49-30) 4504-2950	http://www.studentenwerk-berlin.de/suchen/325702.html?searchshow=krankenversicherung
	TR ISTANBU07	erasmus@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/eu/
HOUSING	D BERLIN04	E-mail: ausland@beuth-hochschule.de Phone: (+49-30) 4504-2950	http://www.beuth-hochschule.de/516/
	TR ISTANBU07	erasmus@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/eu/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature
D BERLIN04	DR KARLHEINZ BORCHERT Director International Office	19/02/2014	
TR ISTANBU07	DR BAYRAM ALI ERSOY Director International Office	20/12/2013	