



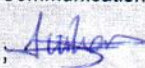
# Erasmus+ Programme

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

### Inter-institutional agreement 2014-20[21] 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)
Yıldız Technical University	TR ISTANBU07	<b>Institutional:</b> Assoc.Prof.Dr. Bayram Ali Ersoy (Institutional Erasmus Coordinator) Tel: +90 212 383 2069 E-mail: <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a>	<a href="http://www.bologna.yildiz.edu.tr/">http://www.bologna.yildiz.edu.tr/</a>
		<b>Departmental:</b> Assist. Prof. Dr. Nihan Kahraman Dept. of Electronics and Communication Eng. Phone: +902123835890 ;  Fax: +902122599321 e-mail: <a href="mailto:nicoskun@yildiz.edu.tr">nicoskun@yildiz.edu.tr</a>	
Polytechnic Institute of Coimbra	P COIMBRA02	<b>Institutional:</b> Nuno Ferreira - Vice-President/International Relations Coordinator Av. Dr. Marnoco e Sousa, n°30, 3000-271 Coimbra Portugal Phone: +351 239791250	Coimbra Institute of Engineering <a href="http://www.isec.pt/servicos/ri/?view=1">http://www.isec.pt/servicos/ri/?view=1</a>

		e-mail: <a href="mailto:dga.sri@ipc.pt">dga.sri@ipc.pt</a>	
		<b>Departmental:</b> Berta Guincho Coimbra Institute of Engineering Phone: +351239790206 e-mail: <a href="mailto:ri@isec.pt">ri@isec.pt</a>	

## 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.

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> ]	Student Mobility for Studies (number of students/total number of months)
TR ISTANBU 07	P COIMBRA 02	06.5	Electronics	1st	5 students / 25 months
		523	Electronics and Automation	1st	5 students / 25 months
P COIMBRA 02	TR ISTANBU 07	06.5	Electronics	1st	5 students / 25 months
		523	Electronics and Automation	1st	5 students / 25 months

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	Staff Mobility for Training
TR ISTANBU 07	P COIMBRA 02	06.5	Electronics	2	2
		523	Electronics and Automation	2	2
P COIMBRA 02	TR ISTANBU 07	06.5	Electronics	2	2
		523	Electronics and Automation	2	2

### 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>1</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
TR ISTANBU 07		English		B1	B2
P COIMBRA02		Portuguese	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

*CTU in Prague: Students with disabilities could be accepted after the consultation with International Office. There are non-barrier rooms available in some dorms.*

### 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 ISTANBU 07	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
P COIMBRA02	15 July	30 December

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

2. The receiving institution will send its decision within 2 months after the deadline.

<sup>1</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>

3. A Transcript of Records will be issued by the receiving institution no later than 1 month 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 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."]*

## F. Information

### 1. Grading systems of the institutions

CTU in Prague: <http://www.cvut.cz/en/ects-ds/brief/sr>

ECTS grade	points	mark	English-in words
AA	100-90	4.0	EXCELLENT
BA	89-80	3.5	VERY GOOD
BB	79-70	3.0	GOOD
CB	69-60	2.5	GOOD
CC	59-50	2	SATISFACTORY
DC	49-40	1.5	SUFFICIENT
DD	39-30	1.0	FAILED WITH ECTS
FF	29-0	0.0	FAILED WITHOUT ECTS

### POLYTECHNIC INSTITUTE OF COIMBRA (P Coimbra02)

*In the Portugal university/polytechnic system each course unit is graded on a scale from 0 to 20 points. The result achieved in a subject, whether through continuous assessment or in an examination, is generally expressed in a 0 to 20 grading scheme. The lowest passing grade is 10.*

## 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
TR ISTANBU 07	incoming@yildiz.edu.tr	<a href="http://www.konsolosluk.gov.tr/tr/en/start.aspx">http://www.konsolosluk.gov.tr/tr/en/start.aspx</a>
P COIMBRA02	ri@isec.pt +351239790206	<a href="http://www.isec.pt/servicos/ri/?view=1">http://www.isec.pt/servicos/ri/?view=1</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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
TR ISTANBU 07	incoming@yildiz.edu.tr	<a href="http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749">http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749</a>
P COIMBRA 02	ri@isec.pt +351239790206	<a href="http://www.isec.pt/servicos/ri/?view=1">http://www.isec.pt/servicos/ri/?view=1</a>

## 4. Housing

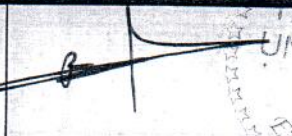
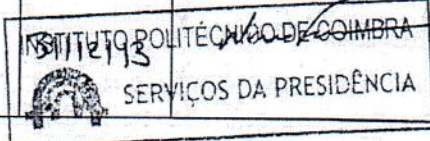
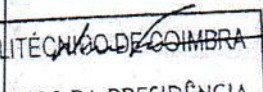
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

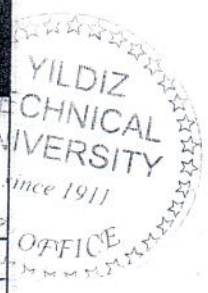
Information and assistance can be provided by the following persons and information sources:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
TR ISTANBU07	incoming@yildiz.edu.tr	<a href="http://www.bologna.yildiz.edu.tr/index.php?r=i">http://www.bologna.yildiz.edu.tr/index.php?r=i</a>

		<a href="mailto:nforstudents/accommodation">nforstudents/accommodation</a>
P COIMBRA02	<a href="mailto:ri@isec.pt">ri@isec.pt</a> +351239790206	<a href="http://www.isec.pt/servicos/ri/?view=1">http://www.isec.pt/servicos/ri/?view=1</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
TR ISTANBU 07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	14 JAN 2014	
P COIMBRA02	Prof. Doutor Nuno Ferreira, <i>Vice-President/International Relations Coordinator</i>		



<sup>2</sup> Scanned signatures are accepted