



Erasmus+ Programme

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

Inter-institutional agreement 2018-2022 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	<u>Institutional:</u> Prof. Dr. Bayram Ali Ersoy (<i>Institutional Erasmus Coordinator</i>) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/
		<u>Departmental:</u> Assoc. Prof. Dr. Emel Esen Tel: +90 212 383 25 47 e-mail: yildizerasmus.mgmt@gmail.com	
Université de Lille	F LILLE103	Institutional coordinator : Véronique Level International Relations Office Cité Scientifique - 59650 Villeneuve d'Ascq erasmus-agreements@univ-lille.fr	https://international.univ-lille.fr/

		<p>Incoming Erasmus+ Students / Outgoing Erasmus+ Students : erasmus-students@univ-lille.fr</p> <p>IAE School of Management</p> <p>Erasmus office : Mrs Laurie Belval (ERASMUS Officer)</p> <p>Tel : +33 3 20 12 34 11</p> <p>Erasmus-iae@iae.univ-lille1.fr</p>	<p>Course catalogue: https://www.univ-lille.fr/index.php?id=323</p>
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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 Student Mobility for Traineeships <i>[total number of months of the study periods or average duration*]</i>	
TR ISTANBU 07	F LILLE103	041	Business and Administration	1,2	12 months x 4 students	Only by individual agreement
F LILLE103	TR ISTANBU0 7	041	Business and Administration	1,2	12 months x4 students	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	Staff Mobility for Training
<i>[total number of days of teaching periods or average duration *]</i>					
TR ISTANBU07	F LILLE103	041	Business Administration	5 days (1)	5 days (1)
F LILLE103	TR ISTANBU07	041	Business Administration Sciences	5 days (1)	5 days (1)

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 <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
TR ISTANBU07	041	English	Turkish	B1	B2
F LILLE103	041	French	English (limited course offer)	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page]*.

¹For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europa.europa.eu/en/resources/european-language-levels-cefr>

D. Additional requirements

TR ISTANBU07:

F LILLE103

- Application and Registration:

Candidates to incoming Erasmus+ mobility will be preselected by their home institution and nominated in advance by Email to the central international relations office to erasmus-students@univ-lille.fr. The student will then have to fill in the online application file and send it to F LILLE103. All necessary information for incoming students coming to University of Lille are available here: <https://international.univ-lille.fr/etudiants-etrangers/en-programme-international/>

- Orientation, Integration and Welcome:

The F LILLE103 offers intensive French courses for incoming exchange students. Welcome guide at: http://esn.lille.fr/satellite/sites/default/files/survival_guides/survival_guide.pdf. ESN association (Erasmus Student Network) offers activities for all international students, and a buddy system : <http://lille.ixesn.fr/>

- Disabled Students and Staff:

The F LILLE103 has the infrastructure to welcome students and staff with disabilities. The student disabilities' service offers counselling and assistance to students with disabilities/chronic diseases and organizes, if required, accommodated study and exam conditions, to allow disabled students to complete their exchange's period in the best possible conditions. Further information: <https://www.univ-lille.fr/vie-des-campus/etudes-et-handicap/>

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
F LILLE103	Receipt of Application 1 st of June Autumn semester: September - January	Receipt of Application : 1 st of November Spring semester: January - June

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. *[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

TR ISTANBU07:

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

F LILLE103:

In the French Higher Education system, each course unit is graded on a scale from 0 to 20 points. 0 is the worst grade, 20 is the best grade. The minimum passing grade is 10. The ECTS system is used at F LILLE103. The transcript of records provided by the faculty will indicate the ECTS scale for each French grade awarded in order to facilitate the credit transfer.

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
F LILLE103	International Relations Office: erasmus-students@univ-lille.fr	https://international.univ-lille.fr/etudiants-etrangers/preparer-son-arrivee/ (« Formalités d'entrée et de séjour »)

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
F LILLE103	International Relations Office: erasmus-students@univ-lille.fr	https://international.univ-lille.fr/etudiants-etrangers/preparer-son-arrivee/ (« Santé et assurance »)

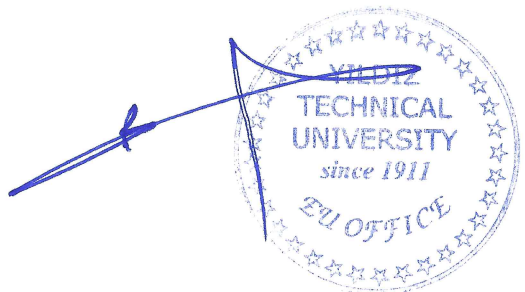
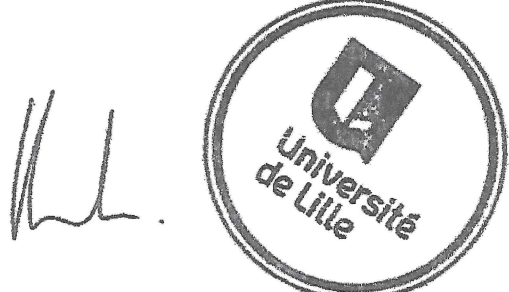
4. Housing

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
F LILLE103	International Relations Office: erasmus-students@univ-lille.fr	Guidance is provided in finding accommodation in a hall of residence : https://international.univ-lille.fr/etudiants-etrangers/preparer-son-arrivee/ ("Logement")

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU07	Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	02.06.2018	
F LILLE103	Signed by delegation of the President : Véronique Level Erasmus Institutional Coordinator University of Lille	28/03/2018	

²Scanned signatures are accepted