



# 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)
<b>Yıldız Technical University</b>	<b>TR ISTANBU07</b>	<b>Institutional:</b> Assoc.Prof.Dr. Bayram Ali Ersoy YILDIZ TECHNICAL UNIVERSITY AB OFFICE-34349 Yıldız,Istanbul, TÜRKİYE Tel: +90 212 383 2069 Fax:+90212 2367192 E-mail: erasmus@yildiz.edu.tr	<a href="http://www.bologna.yildiz.edu.tr/">http://www.bologna.yildiz.edu.tr/</a>
Faculty - Departmental Coordinator		Asst. Prof. Dr. Bulent GUZEL Departmental Erasmus Coordinator Tel: +90 212 383 30 08 E-Mail: <a href="mailto:bguzel@yildiz.edu.tr">bguzel@yildiz.edu.tr</a>	<a href="http://www.bologna.yildiz.edu.tr/">http://www.bologna.yildiz.edu.tr/</a>
<b>TECHNISCHE UNIVERSITÄT BERLIN</b>	<b>D BERLIN02</b>	Dr. Carola Beckmeier Head International Office Erasmus Institutional Coordinator Technische Universität Berlin Straße des 17. Juni 135, D - 10623 Berlin (Deutschland) Phone: +49-30-314-24799 Fax: +49-30-314-24067 <a href="mailto:carola.beckmeier@tu-berlin.de">carola.beckmeier@tu-berlin.de</a>	<a href="http://www.tu-berlin.de/international-office">www.tu-berlin.de/international-office</a> <a href="http://www.auslandsamt.tu-berlin.de">www.auslandsamt.tu-berlin.de</a>
Departmental Coordinator		Herr Prof. Dr. Andres Cura Hochbaum Departmental Coordinator – Code 0716 (525) TU Berlin Institut für Land- und Seeverkehr (ILS) - Fachgebiet Dynamik Maritimer Systeme Sokr. SG 17, Salzufer 17-19, D-10587 Berlin Tel.: +49 30 314-24657 <a href="mailto:cura@tu-berlin.de">cura@tu-berlin.de</a>	<a href="http://www.dms.tu-berlin.de/">http://www.dms.tu-berlin.de/</a>

## 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods Student Mobility for Studies [total number of months of the study periods or average duration *]
TR ISTANBU07	D BERLIN02	0716 525	Motor vehicles, ships and aircraft	1 <sup>st</sup> - BA 2 <sup>nd</sup> - MA 3 <sup>rd</sup> - Doc	<u>3 / 10</u> (3 students x 10 months each = 30)
D BERLIN02	TR ISTANBU07	0716 525	Motor vehicles, ships and aircraft	1 <sup>st</sup> - BA 2 <sup>nd</sup> - MA 3 <sup>rd</sup> - Doc	<u>3 / 10</u> (3 students x 10 months each = 30)

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 [total number of days of teaching periods or average duration *]
TR ISTANBU07	D BERLIN02	0716 525	Motor vehicles, ships and aircraft	2 person(s) x min. 8 teaching hrs. each
D BERLIN02	TR ISTANBU07	0716 525	Motor vehicles, ships and aircraft	1 x 3 - 5 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 <sup>1</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBUL07		English		B1	B2
D BERLIN02		German		Proficiency in German at least on level A2 of CEFR	Proficiency in German at least on level A2 of CEFR

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

**D BERLIN02** : No special requirements

##### Students and Staff with Disabilities

Technische Universität Berlin has the infrastructure to welcome students and staff with disabilities. For more information, please see:

<http://www.behindertenberatung.tu-berlin.de/menue/home/>

<http://www.behindertenberatung.tu-berlin.de/menue/studium/>

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ISTANBUL07	Online Application Period <b>15<sup>th</sup> May-15<sup>th</sup> July</b>	Online Application Period <b>15<sup>th</sup> October-15<sup>th</sup> December</b>
D BERLIN02	<b>June 1<sup>st</sup></b> For the Winter term	<b>December 1<sup>st</sup></b> For the Summer term

<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>

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>

#### D BERLIN02

see INFORMATION SHEET ERASMUS+

[http://www.auslandsamt.tu-berlin.de/international-office/ueber\\_uns/parameter/en/](http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/)

### 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	<a href="http://www.konsolosluk.gov.tr/tr/en/start.aspx">http://www.konsolosluk.gov.tr/tr/en/start.aspx</a>
D BERLIN02	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</a>	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 <a href="http://www.betreuung-int-stud.tu-berlin.de">www.betreuung-int-stud.tu-berlin.de</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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>TR ISTANBUL07</b>	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>
<b>D BERLIN02</b>	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</a>	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>TR ISTANBUL07</b>	incoming@yildiz.edu.tr	<a href="http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation">http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation</a>
<b>D BERLIN02</b>	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</a>	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
TR ISTANBUQ	<b>Assoc.Prof.Dr. Bayram Ali Ersoy</b> Institutional Erasmus Coordinator	17.03.2014	 YILDIZ TECHNICAL UNIVERSITY Since 1911 TU OFFICE
D BERLINO2	<b>Dr. Carola Beckmeier</b> Institutional Erasmus Coordinator	14. APR. 2014	 Technische Universität Berlin Abt. I - Studiendienstservice International Office CookZell ID 11 Straße des 17. Juni 135 • 10623 Berlin

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