




# 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**

<b>Name of the institution (and department, where relevant)</b>	<b>Erasmus code</b>	<b>Contact details (email, phone)</b>	<b>Website (eg. of the course catalogue)</b>
<b>Yıldız Technical University</b>	TR ISTANBU07	<b><u>Institutional:</u></b> Assoc. Prof. Dr. Bayram Ali Ersoy ( <i>Institutional Erasmus Coordinator</i> ) 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><u>Departmental:</u></b> Assoc. Prof. Dr. Fusun Balık Şanlı Tel: +90 212 383 5331 E-mail: <a href="mailto:fbalik@yildiz.edu.tr">fbalik@yildiz.edu.tr</a>	
<b>Eötvös Loránd University</b>	HU BUDAPES01	<b><u>Institutional:</u></b> Ms Ágnes SZÉKELY International Coordinator for Institutional Bilateral Agreements E: <a href="mailto:agnes.szekely@rekthiv.elte.hu">agnes.szekely@rekthiv.elte.hu</a> T: 0036-1-411-6543 Administrative (Faculty) Erasmus	<a href="http://www.elte.hu/en">http://www.elte.hu/en</a>

		coordinator: Aniko Csizmazia, <a href="mailto:erasmus@inf.elte.hu">erasmus@inf.elte.hu</a> +36 1 372 2500 / 1937	
		<b>Departmental:</b>  Mr. Mátyás GEDE <a href="mailto:saman@map.elte.hu">saman@map.elte.hu</a> T:0036-1-372-2500/6740	

### 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	Student Mobility for Traineeships
					[total number of months of the study periods or average duration*]	
TR ISTANBU07	HU BUDAPES01	4436	Geodesy, Cartography , Remote Sensing	1+2+3	2*10 months	Only by individual agreement
HU BUDAPES01	TR ISTANBU07	4436	Geodesy, Cartography , Remote Sensing	1+2+3	2*10 months	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
				[total number of days of teaching periods or average duration*]	
TR ISTANBU07	HU BUDAPES01	4436	Geodesy, Cartography, Remote Sensing	2*15	Only by individual agreement

HU BUDAPES01	TR ISTANBU07	4436	Geodesy, Cartography, Remote Sensing	2*15	Only by individual agreement
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### 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 ISTANBU07		English		B1	B2
HU BUDAPES01		English		B2	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

#### TR ISTANBU07:

#### HU BUDAPES01:

- Incoming students receive minimum 20 credits in their subject area. Students are also allowed to take courses in other study fields to a maximum of 10 credits. (A maximum of 30 credits can be received for the courses taken.)
- Selection process: the partner university is kindly requested to ensure that the language proficiency of the outgoing student(s) is a minimum B2.
- ELTE welcomes students and staff with disabilities and provides information and assistance. Learn more at <http://www.elte.hu/en/disabilities>
- Services for incoming students:

<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>

- Orientation Day is organized for international students each semester where students get information about the university in general, administrative issues, student activities, the Hungarian language course, and other services. The integration of incoming students is fostered also in the areas of education and social life.
- The ESN mentor system ensures the acculturation of foreign students by organizing a series of cultural and leisure activities.
- Hungarian language (and culture) courses are offered for incoming students in the frame of Summer University programmes as well as regular courses during the semesters ([http://www.elte.hu/en/language\\_courses](http://www.elte.hu/en/language_courses))
- For the implementation of STA/STT-mobilities, a letter of invitation – issued by an ELTE contact person – is required.

## 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 <sup>th</sup> May-15 <sup>th</sup> July	Online Application Period 15th October-15th December
HU BUDAPES01	Nomination: 10th May; Application: 30th May	Nomination: 10th November; Application: 30th November

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>

**HU BUDAPES01:** <http://www.elte.hu/en/courses>

The Hungarian academic credit system following Hungarian law is an ECTS-compatible system. The calculation of credits is based on the number of working hours of the students (one credit is 30 student working hours, on average). At the end of the semester the student's study achievement is evaluated with a grade (1-fail, 2-sufficient or pass, 3-medium or satisfactory, 4-good, 5-excellent). The ECTS conversion table ensures transfer procedures between the Hungarian academic credit system and the ECTS. The recognition of courses completed abroad is based on the credit transfer regulation.

For incoming international students, a Transcript of Records, which contains the code and title of the completed courses, credits, grade, and its ECTS-compatible grade, will be issued at the end of the semester.

ECTS conversion table – System of assessment:

ELTE grade	Equivalent ECTS grade
5 (excellent)	A, B (excellent, very good)
4 (good)	C (good)
3 (satisfactory)	D (satisfactory)
2 (pass)	E (sufficient)
1 (Fail)	FX, F (fail)

ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

## **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>
HU BUDAPES01		<a href="http://www.elte.hu/en/visa">http://www.elte.hu/en/visa</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	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>
HU BUDAPES01		<a href="http://www.elte.hu/en/healthinsurance">http://www.elte.hu/en/healthinsurance</a>


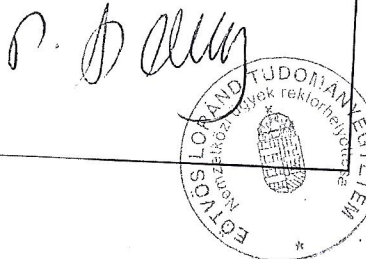
### **4. Housing**

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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	<a href="http://www.bologna.yildiz.edu.tr/index.php?r=inforstudent/accommodation">http://www.bologna.yildiz.edu.tr/index.php?r=inforstudent/accommodation</a>
HU BUDAPES01	housing@elte.hu	<a href="http://www.elte.hu/en/housing">http://www.elte.hu/en/housing</a>

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

Institution [Erasmus code]	Name, function	Date	Signature and Stamp <sup>2</sup>
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	03 APR 2014	
HU BUDAPES01	Prof. Gábor Erdódy Vice-rector for International Affairs	24. 03. 2014	

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