



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014/2015-2020/2021 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 ² (email, phone)	Website (eg. of the course catalogue)
Yildiz Teknik Üniversitesi	TR ISTANBU07	Institutional: Assoc.Prof.Dr. Bayram Ali Ersoy (<i>Institutional Erasmus Coordinator</i>) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr <u>Departmental Coordinator Chemical Engineering:</u> Assis. Prof. Dr. Emel Akyol Tel.: +90 212 383 4763 Email: eakyol@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/
Technische Universität Dortmund (TU Dortmund University) 	D DORTMUN01	Silke Viol ERASMUS Institutional Coordinator / Deputy Director International Office Emil-Figge-Str. 61 44227 Dortmund Germany phone: +49 (0)231-755-4727	http://www.aaa.tu-dortmund.de

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>Faculty of Biochemical and Chemical Engineering</p> 		<p>fax: +49 (0)231-755-5525 silke.viol@tu-dortmund.de</p> <p><u>Departmental Coordinator Biochemical and Chemical Engineering:</u> Dr. Paul Kerzel Emil-Figge-Str. 66 44227 Dortmund Tel : +49 231 755- 2363 Fax : +49 231 755- 2251 Email : paul.kerzel@bci.uni-dortmund.de</p>	<p>http://www.bci.tu-dortmund.de</p>
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B. Mobility numbers³ 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 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*]	Student Mobility for Traineeships *
TR ISTANBU07	D DORTMUN0 1	524	Chemical Enginee- ring	1 st , 2 nd , 3 rd	20 (2 students)	-
		-	-	-	-	-
D DORTMUN01	TR ISTANBU07	524	Chemical Enginee- ring	1 st , 2 nd , 3 rd	20 (2 students)	-
		-	-	-	-	-

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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:

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*):
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07	524	English		B1	B2
D DORTMUN01	524	English/German		B1	

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:

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D DORTMUN01:

Students who have been selected by their home university to study **at TU Dortmund University** in the framework of the Erasmus+ Programme will find further information on requirements and measures of preparing (e.g. Application) under the following link: <http://www.aaa.tu-dortmund.de>

English – International Students / Exchange Students (ERASMUS) / Application

Deutsch – Internationale Studierende / Austauschstudierende / Anmeldung

The institution provides infrastructure for welcoming students and staff with disabilities. Please find further information at the website of **DoBus** (Dortmunder Zentrum Behinderung und Studium/ Dortmund Center for Students with Disabilities):

<http://www.dobus.tu-dortmund.de/cms/de/home/>

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
D DORTMUN01	May 15 th	November 15 th

⁴ 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>

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

2. The receiving institution will send its decision within 3-4 weeks after the deadline.
 - a) At **TU Dortmund University** a Transcript of Records will be issued at the end of the student stay by the Erasmus departmental coordinator. Students have to contact him/ her a few weeks before departure.
 - b) At (partner institution) Transcript of Records will be issued by the receiving institution no later than 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]

3. Termination of the agreement

The above mentioned institutions agree to cooperate in the activities as contracted above under the terms and conditions of the *Erasmus+ Programme*.

- Both parties agree to abide by the principles and conditions set out in the *Erasmus+ Guidelines for Applicants*, and will work according to the principles of the *Erasmus University Charter*.
- Both parties agree to abide by the bilaterally agreed terms of this inter-institutional agreement and will endeavour to carry out the agreement to the best of their abilities.
- Additional changes in mobility or in specific conditions of contract and termination of the inter-institutional agreement can be made annually, if communicated before January 1st.

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>

TU Dortmund University: 1 = superior / 2 = above average / 3 = average /

4 = sufficient / 5 & 6 = fail / CR = no grade; class participation on pass/fail basis / AU = class audited

At times decimal scaling is used for grades in between full numbers; i.e. each grade can be increased or lowered by 0.3; thus there is a grade 1.7 (also known as 2+), 2.0, 2.3 (also known as 2-) etc.

D DORTMUN01
<http://www.aaa.tu-dortmund.de>

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
D DORTMUN01	Silke Viol Erasmus Institutional Coordinator <i>See page no. 1</i>	

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
D DORTMUN01	erasmus@tu-dortmund.de	http://www.aaa.tu-dortmund.de (English – International Students / Exchange Students (ERASMUS) / Health Insurance) http://www.aaa.tu-dortmund.de Deutsch – Internationale Studierende / Austauschstudierende / Krankenversicherung



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
D DORTMUN01	erasmus@tu-dortmund.de	http://www.aaa.tu-dortmund.de (English – International Students / Exchange Students (ERASMUS) /Accommodation) http://www.aaa.tu-dortmund.de Deutsch – Internationale Studierende / Austauschstudierende / Wohnen

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
TR ISTANBU07	Assoc. Prof. Dr. Bayram Ali ERSOY, Institutional Coordinator	2 [FEB] 2018	
D DORTMUN01	Silke Viol Deputy Director International Office, ERASMUS-Institutional Coordinator	27.11. 2018	



⁵ Scanned signatures are accepted