# Erasmus+ Programme

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

## Inter-institutional[1] 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:**<br>Assoc.Prof.Dr. Bayram Ali Ersoy (*Institutional Erasmus Coordinator*)<br>Tel: +90 212 383 2069<br>E-mail: erasmus@yildiz.edu.tr<br><br>**Departmental Coordinator:**<br>Assis. Prof. Dr. Emel Akyol<br>Tel.: +90 212 383 4763<br>Email: eakyol@yildiz.edu.tr | http://www.bologna.yildiz.edu.tr/ |
| UNIVERSIDAD DE ALICANTE | E ALICANT01 | **José Belda (Institutional Coordinator)**<br>Dori Urbán, Mobility Office<br>Email: s.internacional@ua.es<br>Phone: +34 96 590 3812<br>Fax: +34 96 5909846<br><br>**Fernando Santos (Academic Coordinator)**<br>Department of Physiology, Genetics and Microbiology<br>E-mail: movilidad.ciencias@ua.es<br>Telf: + 34 96 590 3112 / Fax: + 34 96 590 3781 | http://www.ua.es http://sri.ua.es/es/movilidad |

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[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.

## B. Mobility numbers[3] 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 November 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 * | Number of staff mobility periods | |
|---|---|---|---|---|---|
| | | | | Staff Mobility for Teaching [total number of days of teaching periods or average duration *] | Staff Mobility for Training * |
| TR ISTANBU07 | E ALICANT01 | 524 | Chemistry | 2 teaching staff (5 days each) | |
| E ALICANT01 | TR ISTANBU07 | 524 - | Chemistry | 2 teaching staff (5 days each) | |

## 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[4] | |
|---|---|---|---|---|---|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| TR ISTANBU07 | 524 | English | | B1 | B2 |
| E ALICANT01 | 524 | Spanish | 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

TR ISTANBU07:
In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office:

E ALICANT01:
The Student Support Centre of the University of Alicante, CAE, consists of a multidisciplinary team of social workers, psychologists, managers and technical ICT accessibility, sociologists, whose mission is to offer a specific attention to the students with special needs in order to ensure their full participation in the University following the principles of equality of opportunity and universal accessibility. In order for the CAE to assess and plan the special support, the students need to provide some additional documentation (such a professional diagnosis/ prognosis/ assessment plan of the home institution) to get a more complete understanding of the situation.

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[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)

[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

Course Catalogue:
http://sri.ua.es/en/movilidad/exchanges/undergraduate-programmes.html

### 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 |
| E ALICANT01 | 1 June (nomination)/15 June (applic) | 1 November (nomin)/15 November (applic) |

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

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.
3. A Transcript of Records will be issued by the receiving institution no later than 5 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
   The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.
   "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

E ALICANT01:
In the Spanish System, marks are graded from 0 to 10, with 5 being the minimum score required to pass:

| Spanish Grade | Description |
|---|---|
| Matrícula de honor (9-10) | The most outstanding performance |
| Sobresaliente (9-10) | Excellent performance |
| Notable (7-8.9) | Very good performance |
| Aprobado (5-6.9) | Average performance |
| Suspenso (0-4.9) | Insufficient performance |
| No presentado | Exam not done by the student |

#### 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 |
| E ALICANT01 | student.mobility@ua.es | http://sri.ua.es/en/movilidad/exchanges/visas.html |

### 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=157585774 49206964749 |
| E ALICANT01 | student.mobility@ua.es | http://sri.ua.es/en/movilidad/exchanges/medical-assistance.html |

### 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 |
| E ALICANT01 | student.mobility@ua.es | http://sri.ua.es/en/movilidad/exchanges/accommodation.html |

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

| Institution [Erasmus code] | Name, function | Date | Signature[5] |
|---|---|---|---|
| TR ISTANBU07 | Assoc. Prof. Dr. Bayram Ali ERSOY, Erasmus Institutional Coordinator | | |
| E ALICANT01 | José Belda, Institutional Coordinator | 14/11/13 | |

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[5] Scanned signatures are accepted