



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
Tallinn University of Technology	EE TALLINN 04	Mrs Maret Hein Head of International Cooperation and Mobility Ehitajate tee 5, 19086, Estonia Maret.hein@ttu.ee	http://www.ttu.ee/studying/exchange-studies/exchanging/courses-in-english
Yıldız Technical University	TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy (<i>Institutional Erasmus Coordinator</i>) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr Assist. Prof. Dr. Ahmet Celik (<i>Department Coordinator: Agreement Promoter</i>) Yıldız Technical University Mechanical Engineering Department Tel: +90 212 383 2906 E-mail: ahmetcelik6141@gmail.com <i>A. Celik</i>	http://www.bologna.yildiz.edu.tr/

Yildiz Technical University	TR ISTANBU07	<p> Assist. Prof. Dr. Ali Volkan Akkaya <i>(Department Coordinator: Contact Person for outgoing students)</i> Yildiz Technical University Mechanical Engineering Department Tel: +90 212 383 2786 E-mail: aakkaya@yildiz.edu.tr </p> <p> Research Assistant. Dr. Alper Uysal (<i>Department Coordinator: Contact Person for incoming students and incoming staffs</i>) Yildiz Technical University Mechanical Engineering Department Tel: +90 212 383 2807 E-mail: auysal@yildiz.edu.tr </p> <p> Assist. Prof. Dr. Orkun Ozener (<i>Department Coordinator: Contact Person for incoming students and incoming staffs</i>) Yildiz Technical University Mechanical Engineering Department Tel: +90 212 383 2900 E-mail: oozener@yildiz.edu.tr </p> <p> Research Assistant Dr. Mert Egilmez (<i>Department Coordinator: Contact Person for incoming students and incoming staffs</i>) Yildiz Technical University Mechanical Engineering Department Tel: +90 212 383 2842 E-mail: megilmez@yildiz.edu.tr </p> <p> Research Assistant Meltem Demirci (<i>Department Coordinator: Contact Person for incoming students and incoming staffs</i>) Yildiz Technical University Mechanical Engineering Department Tel: +90 212 383 2796 E-mail: mdemirci@yildiz.edu.tr </p>	
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B. Mobility numbers¹per academic year 2014-2021

[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 D]	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 *
EE TALLINN04	TR ISTANBU07	07	Engineering (Mechanics)	1 st , 2 nd	2x5 months (1 st) 1x5months(2 nd)	
TR ISTANBU07	EE TALLINN04	07	Engineering (Mechanics)	1 st , 2 nd	2x5 months (1st) 1x5months(2nd)	

[*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.]

¹ 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>)

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*]	
EE TALLINN04	TR ISTANBU07			1x5 days	
TR ISTANBU07	EE TALLINN04			1x5days	

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
EE TALLINN04		English	Estonian	B2 English	B2 English
TR ISTANBU07		English		B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution

D. Additional requirements

EE TALLINN04:

TR ISTANBU07: <http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/forspecialneeds>

²For 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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
EE TALLINN04	15 May	15 November
TR ISTANBU07	Online Application Period 15 th May-15 th July	Online Application Period 15 th October-15 th December

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution by email no later than 4 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

In the event of unilateral termination, a notice of at least one academic year will 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

EE TALLINN 04: <http://ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/academic-issues/>

TR ISTANBU07: <http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading>

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
EE TALLINN04	Kerti Sönmez Kerti.sönmez@ttu.ee +372 620 3517	http://ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/b_visa-living-permit/
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.konsolosluk.gov.tr/tr/en/start.aspx

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
EE TALLINN04	Ragne Kougija Ragne.kougija@ttu.ee +372 620 3517	http://ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/b_visa-living-permit/medical-insurance-contract
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/porta/en?CSRT=15758577449206964749



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
EE TALLINN04	Ragne Kougija Ragne.kougija@ttu.ee +372 620 3517	http://ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/b_accommodation/
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature³
EE TALLINN 04	Mrs Maret Hein Head of International Cooperation and Mobility		
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	14.04.2014	

³Scanned signatures are accepted