



Erasmus+ Programme

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

Inter-institutional agreement 2018-21* between programme countries

[Minimum requirements]

**It is understood that the implementation of this Agreement will commence on the day of signature, and will continue thereafter for four years, subject from time to time revision or modification by mutual agreement. Representatives from both institutions will discuss the terms of a renewal, and either party must give the other party no less than one year (academic year) notice in writing of intention to either revise or terminate this Agreement before its natural termination.*

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 | Erasmus code | Contact details | Website |
|---|-----------------|--|--|
| VIA University College VIA School of Business, Technology & Creative Industries International Office Chr. M. Østergaards Vej 4 | DK RISSKOV06 | Contact person in charge of this agreement and staff exchange visits: Thea Thaysen E-mail: thea@via.dk Tel.: +45 8755 4021 ***** | Website: www.en.via.dk |

| | | | |
|-----------------------------|---------------------|--|--|
| DK-8700 Horsens Denmark | | <p>Contact person in charge of admission of students for Architectural Technology and Construction Management or Civil Engineering:</p> <p>Hanne Miller</p> <p>E-mail: hami@via.dk Tel.: +45 8755 4319 *****</p> <p>Contact person in charge of admission of students for Business and Communication (Global Business Engineering), Mechanical Engineering, ICT Engineering, Value Chain Management or International Sales and Marketing Management:</p> <p>Lise Hjerrild</p> <p>E-mail: lh@via.dk Tel.: +45 8755 4318</p> | |
| Yildiz Technical University | TR ISTANBU 07 | <p>Institutional:</p> <p>Prof. Dr. Bayram Ali ERSOY (Institutional Erasmus Coordinator)</p> <p>E-mail: erasmus@yildiz.edu.tr Tel.: +902123832069</p> <p>Departmental:</p> <p>Assoc. Prof. Dr. Asli SUNGUR ERGENOĞLU</p> <p>YTU Faculty of Architecture Beşiktaş-34349 İstanbul, TURKEY</p> | <p>Website: www.bologna.yildiz.edu.tr</p> |

B. Mobility numbers per academic year

| FROM | TO | Subject area code (ISCED 2013) | Subject area name | Study cycle | Number of student mobility periods | |
|---------------|---------------|--------------------------------|--|-----------------------------------|--|-----------------------------------|
| | | | | | Student Mobility for Studies | Student Mobility for Traineeships |
| DK RISSKOV 06 | TR ISTANBU 07 | 0730 58 | Architecture and construction Architecture | 1 st , 2 nd | 2 students 1 term/5 months | N/A |
| TR ISTANBU 07 | DK RISSKOV 06 | 0730 58 | Architecture and construction (Architectural Technology and Construction Management) Architecture | 1 st | 2 students 1 or 2 terms (if same academic year) | N/A |

| FROM | TO | Subject area code (ISCED 2013) | Subject area name | Number of staff mobility periods | |
|---------------|---------------|--------------------------------|---|----------------------------------|-----------------------------|
| | | | | Staff Mobility for Teaching | Staff Mobility for Training |
| DK RISSKOV 06 | TR ISTANBU 07 | 0730 58 | Architecture and construction Architecture | 2 days/8 hours | 2 days |
| TR ISTANBU 07 | DK RISSKOV 06 | 0730 58 | Architecture and construction Architecture | 2 days/8 hours | 2 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 | Optional: Subject area | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level | |
|-----------------------|------------------------|---------------------------|---------------------------|---|------------------------------|
| | | | | Student Mobility for Studies | Staff Mobility for Teaching |
| DK RISSKOV06 | | English | | B2 – certificate required* | B2 – no certificate required |
| TR ISTANBU 07 | | Turkish | English | B2 | B2 |

*Requirement does not apply to native English speakers or students from the Nordic countries: Norway, Sweden, Iceland and Finland.

D. Additional requirements

DK RISSKOV06:

1. New students will be welcomed by our Tutor Society as well as the International Coordinator and Academic Coordinator of the exchange programme. When receiving the Acceptance Letter, the incoming students will learn more about study start. Students may also rely on the following website for practical information on Denmark and VIA University College: <http://en.via.dk/programmes/student-life>
2. VIA University College, the School of Business, Technology and Creative Industries in Horsens, welcomes students and staff with disabilities, as our institution has the required infrastructure: elevators, bathroom facilities, etc.

E. Calendar

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

| Receiving institution | Autumn term | Spring term |
|-----------------------|--|--|
| DK RISSKOV06 | 1 May | 1 November |
| TR ISTANBU 07 | 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 no later than 5 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement: The present agreement becomes effective upon the signature of the present document and will be valid for the academic year(s) stated in the agreement. It is renewable for another academic year upon mutual consent from the each party. 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

DK RISSKOV06:

The grading system in Denmark applies to all educational institutions. The seven-point scale allows you to easily convert your Danish grades to ECTS credits according to the EU's European Credit Transfer and Accumulation System. For more information, please visit: <http://studyindenmark.dk/study-options/the-danish-way-of-teaching-1/the-danish-grading-system>

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 |
|----------------------------------|---|---|
| DK RISSKOV06 | Contact person in charge of admission of students for Architectural Technology and Construction Management or Civil Engineering: Hanne Miller E-mail: hami@via.dk Tel.: +45 8755 4319 ***** Contact person in charge of admission of students for Business and Communication (Global Business Engineering), Mechanical Engineering, ICT Engineering, Value Chain Management or International Sales and Marketing Management: Lise Hjerrild | http://en.via.dk/programmes/admissions |

| | | |
|------------------|---|---|
| | E-mail: lh@via.dk Tel.: +45 8755 4318 | |
| TR ISTANBU 07 | Aslı SUNGUR ERGENOĞLU incoming@yildiz.edu.tr | http://bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation |

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 | Contact details | Website for information |
|------------------|--|---|
| DK RISSKOV06 | <p>Contact person in charge of admission of students for Architectural Technology and Construction Management or Civil Engineering:</p> <p>Hanne Miller</p> <p>E-mail: hami@via.dk Tel.: +45 8755 4319 *****</p> <p>Contact person in charge of admission of students for Business and Communication (Global Business Engineering), Mechanical Engineering, ICT Engineering, Value Chain Management or International Sales and Marketing Management:</p> <p>Lise Hjerrild</p> <p>E-mail: lh@via.dk Tel.: +45 8755 4318</p> | http://en.via.dk/programmes/fees-and-finances |
| TR ISTANBU 07 | Aslı SUNGUR ERGENOĞLU incoming@yildiz.edu.tr | http://www.sgk.gov.tr/wps/portal/sgk/en/home-page/mainpage |

DK RISSKOV06:

According to the Erasmus+ insurance requirements, the below scheme specifies for which study programmes, VIA requires that the students have a personal *accident insurance*, when participating in classes as part of their stay at VIA (either due to field trips to construction sites, laboratory tests etc.). *We recommend that all*

students, regardless of their study programme, have a liability insurance.

| Study programme | Accident insurance required (x = yes) |
|--|---------------------------------------|
| Civil Engineering | X |
| Architectural Technology and Construction Management | X |
| Marketing Management | |
| International Sales and Marketing Management | |
| Value Chain Management | |
| Mechanical Engineering | X |
| Global Business Engineering | X |
| Information and Communication Technology | X |

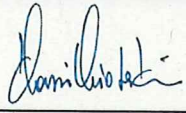

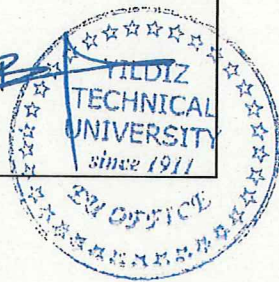
4. Housing

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 | Contact details | Website for information |
|---------------|---|--|
| DK RISSKOV06 | VIA collaborates with the independent housing association, Drosselbo. E-mail: adm@drosselbo.com Phone: +45 2634 3420 | www.drosselbo.com |
| TR ISTANBU 07 | incoming@yildiz.edu.tr | www.eu.yildiz.edu.tr |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution | Name, function | Date | Signature |
|---------------|---|------------|---|
| DK RISSKOV06 | Konstantin Lassithiotakis, vice- rector | 17.05.2018 |  |
| TR ISTANBU 07 | Prof. Dr. Bayram Ali ERSOY (Institutional Erasmus Coordinator) | 09.05.18 |   |