Erasmus+ Programme

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

Inter-institutional[1] agreement 2018/19-2020/21[2]
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[3] (email, phone)	Website (eg. of the course catalogue)
UTP UNIVERSITY OF SCIENCE AND TECHNOLOGY	PL BYDGOSZ02	**Institutional coordinator:** Małgorzata Jaroszewska - Erasmus Coordinator Phone: +48523749299 jaroszewska@utp.edu.pl **Faculty of Mechanical Engineering Design Department** PhD Marek Szczutkowski – Departmental Coordinator marek.szczutkowski@utp.edu.pl	www.utp.edu.pl

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

[2] Higher Education Institutions have to agree on the period of validity of this agreement

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

YILDIZ TECHNICAL UNIVERSITY	TR ISTANBU07	Prof.Dr.Bayram Ali Ersoy **Institutional Coordinator** +90 212 383 56 50/55 erasmus@yildiz.edu.tr	www.eu.yildiz.edu.tr/en
Communication Design		Assoc. Prof. Dr. İbrahim Orton Akıncı **Departmental Coordinator** +90 212 383 5052, ortonak@yahoo.com	www.bologna.yildiz.edu.tr

B. Mobility numbers[4] 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, 1st, 2nd or 3rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
PL BYDGOSZ02	TR ISTANBU07	0212	Fashion, interior and industrial design (Communication Design)	1st, 2nd	2 x 5 = 10	To be defined during the academic year
TR ISTANBU07	PL BYDGOSZ02	0212	Fashion, interior and industrial design (Communication Design)	1st, 2nd	2 x 5 = 10	To be defined during the academic year

[*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.]

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[4] Mobility numbers can be given per sending/receiving institutions and per educationfield (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 [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
PL BYDGOSZ02	TR ISTANBU07	0212	Fashion, interior and industrial design (Communication Design)	2 x 5 = 10	2 x 5 = 10
TR ISTANBU07	PL BYDGOSZ02	0212	Fashion, interior and industrial design (Communication Design)	2 x 5 = 10	2 x 5 = 10

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[5]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL BYDGOSZ02	Any	English	-	B1-B2	B2
TR ISTANBU07	Any	English	Turkish	B1	B2

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

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[5]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

D. Additional requirements

The institutions provide infrastructure for welcoming students and staff with disabilities.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL BYDGOSZ02	June 30	November 30
TR ISTANBU07	Online Application Period 15th May-15th July	Online Application Period 15th October-15th December

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

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.

4. Termination of the agreement

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

PL BYDGOSZ02

Local grade	ECTS grade	% of successful students normally achieving the grade	Definition
5	A	10	EXCELLENT – outstanding performance with only minor errors
4,5	B	15	VERY GOOD – above the average standard but with some mistakes
4	C	30	
3,5	D	25	GOOD – generally sound work with a number of notable mistakes
3	E	20	SATISFACTORY – acceptable but with significant mistakes and lack of knowledge
2	F	-	

			SUFFICIENT – work and results fulfil minimum criteria
			FAIL – credit can be awarded when the student takes the course again

Yıldız Technical University uses the following grading system:

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
PL BYDGOSZ02	Małgorzata Jaroszewska – Erasmus Coordinator +48 52 3749 299 jaroszewska@utp.edu.pl	http://utp.edu.pl/en/index.php
TR ISTANBU07	incoming@yildiz.edu.tr +90 212 383 5655	http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178

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
PL BYDGOSZ02	Małgorzata Jaroszewska – Erasmus Coordinator +48 52 3749 299 jaroszewska@utp.edu.pl	http://iro.utp.edu.pl/index.php/en/

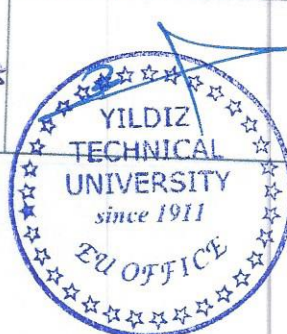| TR ISTANBU07	incoming@yildiz.edu.tr +90 212 383 5655	http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178

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
PL BYDGOSZ02	Małgorzata Jaroszewska – Erasmus Coordinator +48 52 3749 299 jaroszewska@utp.edu.pl	http://utp.edu.pl/en/index.php
TR ISTANBU07	incoming@yildiz.edu.tr +90 212 383 5655	http://www.eu.yildiz.edu.tr/sayfa/17/Erasmus-Student-Network/185

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[6]
PL BYDGOSZ02	Prof. Adam Gadomski Vice-Rector for International Relations	27.06.2018	PROREKTOR ds. Współpracy Międzynarodowej prof. dr hab. inż. Adam Gadomski
TR ISTANBU07	Prof.Dr.Bayram Ali Ersoy Institutional Coordinator	09.07.2018	YILDIZ TECHNICAL UNIVERSITY since 1911 EU OFFICE

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[6]Scanned signatures are accepted