



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Università degli Studi di Milano	I MILANO 01	<i>Institutional Coordinator</i> Anna De Gaetano International Relations Office international.programmes@unimi.it <i>Administrative contact:</i> Letizia Canever letizia.canever@unimi.it Tel. 0039 02 50313506	http://www.unimi.it/ENG/courses/29521.htm

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 Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Fax: 0039 02 50313503 Departmental Coordinator: Department of Historical Studies Prof.ssa Giulia Lami tel: 02 - 503 12428 e-mail: giulia.lami@unimi.it	
Yıldız Technical University	TR ISTANBUL07	Institutional: Assoc.Prof.Dr. Bayram Ali Ersoy (<i>Institutional Erasmus Coordinator</i>) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr Departmental: Assoc. Prof. Dr. Çiğdem Nas Department of Political Science and International Relations YTU Merkez Kampüsü H Blok H119 34349 Yıldız Istanbul Phone: +90 212 383 2555 Fax: +90 212 2703022 E-mail: erasmus2012.yildiz@gmail.com	http://www.bologna.yildiz.edu.tr/
[...]			

B. Mobility numbers⁵ per academic year

[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]	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 *
I MILANO01	TR ISTANBUO 7	224/0222/ 0223	History and philosophy	1/2	5 (1 student)	
TR ISTANBU07	I MILANO01	224/0222/ 0223	History and philosophy	1/2	10 (2 studentsX5)	

[*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

⁵ 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>

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.]

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
I MILANO 01	TR ISTANBU07	224/0222/0223	History and philosophy	2weeks (2 teachers)	
TR ISTANBU07	I MILANO 01	224/0222/0223	History and philosophy	2weeks (2 teachers)	

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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I MILANO 01		Italian	English	B1	B2
TR ISTANBU07		English	Turkish	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

Both the institutions have the infrastructure to welcome students and staff with disabilities.

I MILANO01 : <http://www.unimi.it/ENG/student/29591.htm>

E. Calendar

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

Receiving institution	Autumn term ⁶	Spring term ⁶
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⁶ 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>

[Erasmus code]	[month]	[month]
I MILANO01	15 TH JULY	15 TH DECEMBER
TR ISTANBU07	15 MAY-15 JULY	15 OCTOBER-15 DECEMBER

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

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

*The present Bilateral Agreement will be valid for the academic year(s) mentioned above unless either side terminates the present Agreement in writing by **September 30th** of the year prior to the academic year concerned. 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

I MILANO01: www.unimi.it/studenti/llp/44215.htm

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
I MILANO01	International Relations Office Mobility.in@unimi.it 0039 02 50313507	
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
I MILANO01	International Relations Office Mobility.In@unimi.it 0039 02 50313507	http://www.unimi.it/ENG/student/29555.htm
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749

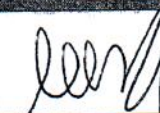
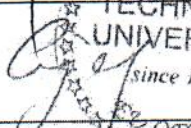
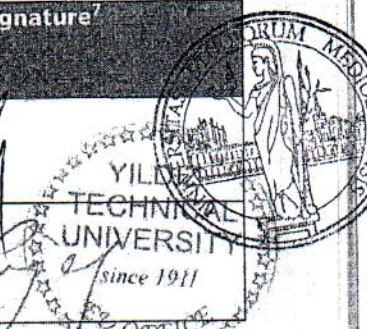
4. Housing

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
I MILANO01	International Relations Office Mobility.In@unimi.it 0039 02 50313507	http://www.unimi.it/ENG/student/29555.htm
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	Signature ⁷
I MILANO01	Prof. Gianluca Vago, Rector	28 APR. 2014	
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy Institutional Erasmus Coordinator		 

⁷ Scanned signatures are accepted

