



# Erasmus+ Programme

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

## Inter-institutional<sup>1</sup> agreement 2018-20/21<sup>2</sup> 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.

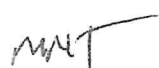
### A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>3</sup> (email, phone)	Website (e.g. of the course catalogue)
Soproni Egyetem University of Sopron	HU SOPRON01	Institutional coordinator: Ms. Márta Sándor Soproni Egyetem / University of Sopron 9400 Sopron, Hungary Bajcsy-Zsilinszky u. 4. <a href="mailto:sandor.marta@uni-sopron.hu">sandor.marta@uni-sopron.hu</a> +36 99/518-210	<a href="http://uni-sopron.hu">http://uni-sopron.hu</a> <a href="http://nyme.hu/index.php?id=3529&amp;L=1&amp;id=3529">http://nyme.hu/index.php?id=3529&amp;L=1&amp;id=3529</a>
Benedek Elek Pedagógiai Kar Benedek Elek Faculty of Pedagogy		Coordinator at the Faculty of Pedagogy: Dr. Réka Kissné Zsámboki, PhD	<a href="http://bpk.uni-sopron.hu">http://bpk.uni-sopron.hu</a> <a href="http://bpk.uni-sopron.hu/erasmus-1">http://bpk.uni-sopron.hu/erasmus-1</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Soproni Egyetem Benedek Elek Pedagógiai Kar/ University of Sopron Benedek Elek Faculty of Pedagogy 9400 Sopron, Hungary Ferenczy János u 5. kissne.zsomboki.reka@uni- sopron.hu +36-99-518-930	
<b>Yıldız Technical University</b>	TR ISTANBU07	Prof.Dr. Bayram Ali Ersoy <i>Institutional Coordinator</i> Tel: +90 212 383 56 50/55 E-mail: erasmus@yildiz.edu.tr	www.yildiz.edu.tr www.eu.yildiz.edu.tr/en
<b>Educational Sciences</b>		Assist.Prof.Mehmet Nur Tuğluk <i>Departmental Coordinator</i> Email: mntugluk@yildiz.edu.tr Tel: +90 212 383 5584	 www.bologna2018.yildiz.edu.tr

#### B. Mobility numbers<sup>4</sup> 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, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods	
					Total number of students	Total number of months
HU SOPRON01	TR ISTANBU07	5.1 5.14	Teacher training and Education Science	1/2	2	10
TR ISTANBU07	HU SOPRON01	5.1 5.14	Teacher training and Education Science	1/2	2	10

[\*Optional: Though subject area code & name and study cycle are optional, **the specification of the number of students/staff is requested**. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.

<sup>4</sup> 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 <i>Total number of days of teaching period</i>	Staff Mobility for Training * <i>Total number of days of training period</i>
HU SOPRON01	TR ISTANBU07	5.1 5.14	Teacher training and Education Science	1 (5 days)	1 (5 days)
TR ISTANBU07	HU SOPRON01	5.1 5.14	Teacher training and Education Science	1 (5 days)	1 (5 days)

[\*Optional subject area code & name and study cycle are optional. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

### 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]	Language of instruction		Recommended language of instruction level <sup>5</sup>	
	1	2	Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
HU SOPRON01	English	German	B2	B2
TR ISTANBU07	Turkish	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]*.

<sup>5</sup> 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

### HU SOPRON01

If required, the University of Sopron is ready to provide special assistance to people with disabilities.

Since we don't have an international office, at our university, it is the task of the Erasmus coordinators at the different faculties to handle most questions of student and staff mobility in the framework of Erasmus. Only bilateral agreements and contracts are signed by the Vice-Rector for Scientific and International Affairs. For any other queries you might have, please contact our Erasmus coordinator at the faculties.

### TR ISTANBU07

- Exchange students should be nominated by the home institution.
- Exchange students are required to complete the online application module:  
<https://ytuerasmus.yildiz.edu.tr/>
- YTU provides infrastructure for welcoming students and staff with special needs.

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

## E. Calendar

1. Applications/information of nominated students must reach the receiving institution

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HU SOPRON01	15. May	15. December
TR ISTANBU07	Online Application Period 15 <sup>th</sup> May-15 <sup>th</sup> July	Online Application Period 15 <sup>th</sup> October-15 <sup>th</sup> 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 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

This bilateral agreement may be amended by mutual written consent of the two parties during the agreement period. In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1. September 20XX will only take effect as of 1. September 20XX+1. 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

#### HU SOPRON01

[http://www.nyme.hu/fileadmin/dokumentumok/rektori/szmsz/szmsz\\_III\\_20141209.pdf](http://www.nyme.hu/fileadmin/dokumentumok/rektori/szmsz/szmsz_III_20141209.pdf)

The grading scale ranges from 1 to 5, in which 5 stands for "excellent", 4 for "good", 3 for "satisfactory", 2 for "sufficient/pass" and 1 for "not satisfactory/fail"

TR ISTANBU07: <http://www.bologna2018.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
HU SOPRON01	<a href="mailto:sandor.marta@uni-sopron.hu">sandor.marta@uni-sopron.hu</a> +36 99/518-210	<a href="http://konzulizsolgalat.kormany.hu/en">http://konzulizsolgalat.kormany.hu/en</a>
TR ISTANBU07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.eu.yildiz.edu.tr/sayfa/17/Visa.-Residence-Permit,-Insurance/178">http://www.eu.yildiz.edu.tr/sayfa/17/Visa.-Residence-Permit,-Insurance/178</a>

### 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
HU SOPRON01	<a href="mailto:sandor.marta@uni-sopron.hu">sandor.marta@uni-sopron.hu</a> +36 99/518-210	<a href="http://www.oep.hu/oepdok/fajlok/e.pdf">http://www.oep.hu/oepdok/fajlok/e.pdf</a> <b>STUDIUM</b> accident and health insurance of Generali-Providencia Insurance. Ltd.

TR ISTANBU07	incoming@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/sayfa/17/Visa,-Residence-Permit,-Insurance/178
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#### 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
HU SOPRON01	koli@sopron.nyme.hu	http://diakhotelsopron.hu/kollegium/
TR ISTANBU07	incoming@yildiz.edu.tr	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 <sup>6</sup>
HU SOPRON01	Dr. Tibor Alpár Vice-Rector for Research and International Affairs	20.03.2019	
TR ISTANBU07	Prof.Dr. Murat Sari Institutional Vice-Coordinator	19.03.2019	

<sup>6</sup> Scanned signatures are accepted