



Erasmus+ Programme

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

Inter-institutional¹ agreement 2022-2027² 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)
Universite de Liege	B LIEGE01	Institutional coordinator: Ms. Dominique d'Arripe Contact bilateral agreements: International Office - Ms. Christine Reynders Place du 20-août, 7 (bât. A1), B-4000 Liège Tel. +32 4 366 46 09 - christine.reynders@uliege.be	General information: www.uliege.be Courses catalogue: www.programmes.uliege.be Erasmus incoming information: www.enseignement.uliege.be/en/erasmus-in
YILDIZ TECHNICAL UNIVERSITY	TR ISTANBU07	Institutional: Dr. Murat Turhan (<i>Institutional Erasmus Coordinator</i>) Tel: +90 212 383 39 36 E-mail: erasmus@yildiz.edu.tr Departmental: Asst. Prof. Dr. Ferdi Cakici (<i>Departmental Erasmus Coordinator</i>) Tel: +90 212 383 29 80 E-Mail: fcakici@yildiz.edu.tr	www.eu.yildiz.edu.tr http://www.bologna.yildiz.edu.tr/

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.

B. Mobility numbers⁵ 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 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*]
TR ISTANBU07	B LIEGE01	0716	Motor vehicles, ships and aircraft	1	2 student(s) x 10 months each
B LIEGE01	TR ISTANBU07	0716	Motor vehicles, ships and aircraft	1	2 student(s) x 10 months each

[*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.]

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 *
TR ISTANBU07	B LIEGE01	0716	Motor vehicles, ships and aircraft	2 person(s) x min. 8 teaching hrs. each	2 persons / 5 days / 8 hours min.
B LIEGE01	TR ISTANBU07	0716	Motor vehicles, ships and aircraft	2 person(s) x min. 8 teaching hrs. each.	2 persons / 5 days / 8 hours min.

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>

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]
TR ISTANBU07		English		B1	B2
B LIEGE01	All	French	English	Certified B1 in French required for courses taught in French. Certificate B1 in English required for courses taught in English. Bilingual programs: both certificates required. More information: https://www.enseignement.uliege.be/cms/c_9116292/en/language-requirements-/incoming-exchange-students	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

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

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.

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>

B LIEGE01:

- Integration of mobile students: Welcome Days, tutoring, French lessons: www.enseignement.uliege.be/en/erasmus-in
- Disabled students: https://www.enseignement.uliege.be/cms/c_9122731/en/en-situation-de-handicap
- The yearly updated information sheet for incoming students (application procedure,...) will be provided with this agreement.
- Application procedure: through www.enseignement.uliege.be/en/erasmus-in-application

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ISTANBU07	Online Application Period 15 th May-15 th July	Online Application Period 15 th October-15 th December
B LIEGE01	31 May	15 November

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

2. The receiving institution will send its decision within [5] weeks after the selection process is done.
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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

In the event of unilateral termination of the agreement, 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

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

B LIEGE01: **Credits Transfer:** https://www.enseignement.uliege.be/cms/c_9148651/en/exams/-/incoming-exchange-student

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
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.erasmus.yildiz.edu.tr/en
B LIEGE01	mobil.in@uliege.be , +32 4 366 5547/4166	www.enseignement.uliege.be/en/erasmus-in

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
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.erasmus.yildiz.edu.tr/en
B LIEGE01	mobil.in@uliege.be , +32 4 366 5547/4166	https://www.enseignement.uliege.be/cms/c_9145671/en/health-care-insurance-/-incoming-exchange-student





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
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.erasmus.yildiz.edu.tr/en https://yildiz.esnturkey.org/accommodation
B LIEGE01	Sart Tilman University Residence (maximum 1 semester) residencest@uliege.be - Tel. : +32 4 366 53 16 Deadline : as soon as possible Private accommodation: logement.ville@uliege.be - Tel. : +32 4 366 57 26	https://www.campus.uliege.be/cms/c_11496986/en/housing www.campus.uliege.be/kot

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
TR ISTANBU07	Yildiz Technical University Dr. Murat TURHAN <i>Institutional Erasmus Coordinator</i>	03 MAR 2022	 
B LIEGE01	Universite de Liege Ms. Dominique d'Arripe <i>Institutional Coordinator</i>	8/11/2021	 

⁷ Scanned signatures are accepted