



Erasmus+ Programme

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

Inter-institutional agreement 2021-2027 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 (email, phone)	Website (eg. of the course catalogue)
Yildiz Technical University	TR ISTANBU07	Murat TURHAN, PhD <i>Institutional Coordinator</i> +90 212 383 39 40 erasmus@yildiz.edu.tr bilateralagreements@yildiz.edu.tr	www.yildiz.edu.tr www.erasmus.yildiz.edu.tr/en
	Participant Identification Code (PIC): 997203651	<i>Department: Computer Education and Instructional Technology (CEIT)</i> <i>Departmental Coordinator:</i> Tuba UĞRAŞ, PhD +90 212 383 48 47 tuqras@yildiz.edu.tr	Course Catalogue: www.bologna.yildiz.edu.tr Department Website: http://www.bote.yildiz.edu.tr/en
Burgas Free University	BG BOURGAS01	<i>Institutional Coordinator:</i> Prof. Milen Baltov, PhD - Rector 62 San Stefano Str. 8001 Burgas, Bulgaria Tel: +359 56 900507 Email: mbaltov@bfu.bg	http://en.bfu.bg/

	Participant Identification Code (PIC): 968938433	Administrative Contact : Gergana Kirova Head of International Relations Office 62 San Stefano Str. 8001 Burgas, Bulgaria Email: akirova@bfu.bg Tel-Fax: 00359 56 900 520	https://www.bfu.bg/en/mezhdunarodnadaynost/erasmus https://www.bfu.bg/en/mezhdunarodnadaynost/erasmus/education/course_catalogue
		Departmental Coordinators Faculty of Computer Science and Engineering: Prof. Radostin Dolchinkov, PhD Dean, Faculty Erasmus+ Coordinator Tel: 00359 56 900533 Email: rado@bfu.bg	

B. Mobility numbers 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	Student Mobility for Traineeships
					[total number of months of the study periods or average duration*]	
TR ISTANBU07	BG BOURGAS01	114	CEIT	1 st , 2 nd	3 students x 10 months	Only by individual agreement
BG BOURGAS01	TR ISTANBU07	061	ICTs	1 st , 2 nd	3 students x 5 months	Only by individual agreement

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	Staff Mobility for Training
				[total number of days of teaching]	

<i>periods or average duration *]</i>					
TR ISTANBU07	BG BOURGAS01	114	CEIT	1 staff x 1 week(s)	Only by individual agreement
BG BOURGAS01	TR ISTANBU07	061	ICTs	3 staff x 1 week(s)	Only by individual agreement

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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07		Turkish	English	B1	B2
BG BOURGAS01		Bulgarian	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].

D. Additional requirements

TR ISTANBU07

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

BG BOURGAS01

¹For 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>

All incoming students must be nominated by their home institution before the deadline. All documents of incoming students and staff have to be sent to the International Relations Office at gkirova@bfu.bg

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Relations Office: gkirova@bfu.bg. Burgas Free University provides barrier-free access to all its facilities.

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
BG BOURGAS01	Nomination Deadline: July 15 Application deadline: August 15	Nomination Deadline: December 15 Application deadline: January 15

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. The termination clauses must include the following disclaimer: "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.vildiz.edu.tr/index.php?r=institution/grading>

BG BOURGAS01:

Bulgarian Grade	ECTS Grade
Excellent - 5.50–6.00	A
Very good - 4.50–5.49	B
Good - 3.50–4.49	C
Satisfactory - 3.00–3.49	D
Failed - 2.00–2.99	F

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
BG BOURGAS01	International Relations Office Gergana Kirova gkirova@bfu.bg +35956900520	https://www.bfu.bg/en/mezhdunarodna-devnost/erasmus/incoming-students

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
BG BOURGAS01	International Relations Office Gergana Kirova gkirova@bfu.bg +35956900520	https://www.bfu.bg/en/mezhdunarodna-devnost/erasmus/incoming-students



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	incominq@vildiz.edu.tr	http://www.erasmus.vildiz.edu.tr/en https://vildiz.esnturkey.org/accommodation
BG BOURGAS01	International Relations Office Gergana Kirova gkirova@bfu.bg +35956900520	https://www.bfu.bg/en/mezhdunarodna-deynost/erasmus/incoming-students

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU07	Murat TURHAN, PhD <i>Institutional Coordinator</i>		
BG BOURGAS01	Prof. Milen Baltov, PhD - Rector <i>Institutional Coordinator</i>	04.03.2022	



²Scanned signatures are accepted