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 Participant Identification Code (PIC): 997203651	Murat TURHAN, PhD Institutional Coordinator +90 212 383 39 40 erasmus@yildiz.edu.tr bilateralagreements@yildiz.edu.tr Department: Mathematical Engineering Departmental Coordinator: Assoc.Prof.Dr. Fatma Aydın AKGÜN Tel: +90 212 383 46 06 E-mail: mtmerasmus@gmail.com	www.yildiz.edu.tr www.erasmus.yildiz.edu.tr/en Course Catalogue: www.bologna.yildiz.edu.tr Department Web-site: www.mtm.yildiz.edu.tr/en

UNIVERSITà DEGLI STUDI DI FIRENZE	I FIRENZE01 Participant Identification Code (PIC):999895789	**Legal Representative** Prof.ssa Alessandra Petrucci, Rettrice **Administrative contact** Mobilità Internazionale - Erasmus Via della Pergola, 60 – 50121 Firenze email: erasmusplus@adm.unifi.it Phone 0039 055 2756975 **Academic contact person** Prof. Enrica Caporali School of Engineering e-mail: international@ingegneria.unifi.it	https://www.unifi.it/ Course Catalog: https://www.unifi.it/vp-10312-programmes.html Department Website: https://www.unifi.it/index.php?module=CMpro&func=viewpage&pageid=10306&newlang=eng

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, 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
TR ISTANBU07	I FIRENZE 01	0540	Computing, Mathematics, Informatics	1st	4 x 10 = 40 months	Student mobility for traineeship is possible only upon specific or individual agreement between the sending and the hosting School/Department;
I FIRENZE 01	TR ISTANBU07	0540	Computing, Mathematics, Informatics	1st	4 x 10 = 40 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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training
TR ISTANBU07	I FIRENZE 01	0540	Computing, Mathematics, Informatics	2 x 5 = 10 days	
I FIRENZE 01	TR ISTANBU07	0540	Computing, Mathematics, Informatics	2 x 5 = 10 days	

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
I FIRENZE 01		Italian	English where applicable	B1 (IT) mandatory for courses in Italian at School of Law, School of Architecture and School of Economics and Management	

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[1]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

				B2 (EN) where applicable. Incoming Erasmus students can attend one Italian Language course without paying any fees.https://www.cla.unifi.it/cmpro-v-p-38.html; A knowledge of the Italian language corresponding to B1 level is strongly recommended, some Schools may ask for a mandatory certification. For information on language requirements contact the Erasmus coordinator of the hosting School https://www.unifi.it/p743.html;	

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 I STANBU07

- 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.

I FI RENZE01

- For incoming students: https://www.unifi.it/vp-10340-erasmus-students.html; there is no official application deadline in UNIFI, but some Schools may ask for it due to organizational reasons, contact the Erasmus coordinator of the hosting School https://www.unifi.it/p743.html for information;
- Incoming Erasmus students can attend one Italian Language course without paying any fees. https://www.cla.unifi.it/cmpro-v-p-38.html;
- A knowledge of the Italian language corresponding to B1 level is strongly recommended, some Schools may ask for a mandatory certification. For information on language requirements contact the Erasmus coordinator of the hosting School https://www.unifi.it/p743.html;
- Student mobility for traineeship is possible only upon specific or individual agreement between the sending and the hosting School/Department;
- Staff training mobility (STT) is possible only with an invitation letter, issued by a contact person in UNIFI;
- Students and staff with disabilities: https://www.unifi.it/vp-10400-students-with-disabilities.html

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 15th May-15th July	Online Application Period 15th October-15th December
I FIRENZE 01	There is no official deadline but please address the Erasmus Coordinator (http://www.unifi.it/vp-743-school-coordinators.html) of the hosting School when nominating your students to UNIFI, because terms may be set for organizational reasons. For information for incoming students (https://www.unifi.it/vp-10340-erasmus-students.html;)	

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 I STANBU07: http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading

I FIRENZE01: UNIFI adopts a system compatible with ECTS. The grading system ranges from 0 to 30, with 18 as passing grade. A "cum laude" may be added to the highest grade (30) as a mention of special distinction.

Mark	ECTS Grade	ECTS Definition
30-30 e lode	A	Excellent
28-29	B	Very good
26-27	C	Good
20-25	D	Fair
18-19	E	Pass
RESPINTO	F	FX Failure

Under this frame work each School adopts its own conversion tables.
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.

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
I FIRENZE 01	http://www.unifi.it/vp-743-school-coordinators.html	https://www.unifi.it/cmpro-v-p-10340.html

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

I FIRENZE 01	https://www.unifi.it/p743.html	https://www.unifi.it/cmpro-v-p-10340.html

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
I FIRENZE 01	welcomeservice@unifi.it	https://www.unifi.it/vp-10832-accommodation.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[2]
TR ISTANBU07	Murat TURHAN, PhD Institutional Coordinator	2 5 FEB 2022	
I FIRENZE 01	Prof.ssa Alessandra Petrucci, Rettrice		PETRUCCI ALESSANDRA UNIFI/01279680480 04.01.2022 10:53:18 GMT+01:00

[2]Scanned signatures are accepted