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## Inter-institutional agreement 2014 – 2020 between programme countries

### A. Information about higher education institutions

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.

<b>Name of the institution</b> (and department, where relevant)	<b>Yıldız Technical University</b>	Erasmus Code:  TR ISTANBU07
<b>contact details<sup>1</sup></b> (name, address, phone, fax, E-mail)	<b>Institutional: Assoc.Prof.Dr. Bayram Ali Ersoy</b> Tel: +90 212 383 2069 / E-mail: erasmus@yildiz.edu.tr <b>Departmental: Assoc. Prof. Dr. Birgül ÇOLAKOĞLU</b> YTU Faculty of Architecture, Besiktas 34349 Istanbul , Turkey Phone: +90 212 3832597 Fax: +90 212 2618929 E-mail: llp_arch@yildiz.edu.tr / llp.ytu.mim@gmail.com	website:  http://www.bologna.yildiz.edu.tr/
<b>Name of the institution</b> (and department, where relevant)	<b>UNIVERSITAT POLITÈCNICA DE CATALUNYA (UPC- Barcelona Tech)</b> <b>Escola Tècnica Superior d' Arquitectura de Barcelona (ETSAB)</b> (Barcelona School of Architecture)	Erasmus Code:  E BARCELO03
<b>contact details</b> (name, address, phone, fax, E-mail)	<b>Alicia GARCÍA DEL BLANCO</b> <b>International Relations Office ETSAB</b> <b>Escola Tècnica Superior d' Arquitectura de Barcelona</b> Av. Diagonal 649 - 08028 Barcelona. SPAIN Tel: + 34 93 401 63 45 / Fax: + 34 93 401 63 38 E-mail: relint.etsab@upc.edu / mob.etsab@upc.edu	website:  www.etsab.upc.edu

### B. Mobility numbers<sup>2</sup> per academic year

The partners commit to amend the tables below in case of changes in the mobility data by no later than the end of **NOVEMBER** 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	
					Student Mobility for Studies [total number of months of the study periods]	Student Mobility for Traineeships
TR ISTANBU07	E BARCELO03	073 (581)	Architecture and construction	1 <sup>st</sup> -, 2 <sup>nd</sup>	2 x 10 = 20	NO
E BARCELO03	TR ISTANBU07	073 (581)	Architecture and construction	1 <sup>st</sup> -, 2 <sup>nd</sup>	2 x 10 = 20	NO

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]	Staff Mobility for Training
TR ISTANBU07	E BARCELO03	073 (581)	Architecture and construction	1 staff X 5 days	NO
E BARCELO03	TR ISTANBU07	073 (581)	Architecture and construction	1 staff X 5 days	NO

<sup>1</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<sup>2</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>)

Barcelona/0404

### 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 <sup>3</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
TR ISTANBU07		Turkish	English	B1	B2
E BARCELO03	ETSAB Architecture	Spanish	Catalan	Spanish B1	Spanish B2 or English 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

[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]

TR ISTANBU 07:

All incoming students are obliged to register through the online application system <http://www.kimoerasmus.com/yildiz/>

E BARCELO03:

**ETSAB Study Programme offered to incoming exchange students is only the Architecture Degree (Grado en Arquitectura Plan 2010). Any other Study Programmes are not included in this agreement. Info data sheet will be sent by ETSAB each year on December to its partners.**

UPC can provide some support to welcome students and staff with disabilities; depending on the individual cases, with prior agreement between both institutions. There is a service at UPC to give general orientation to people with disabilities; but no additional personnel or economic support is provided.

### 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 ISTANBU 07	December 20 <sup>th</sup>	June 20 <sup>th</sup>
E BARCELO03	until 31 MAY > Nomination by e-mail to: <a href="mailto:mob.etsab@upc.edu">mob.etsab@upc.edu</a> Submission of Application documents: 15 JUNE	NO ADMISSION



2. The receiving institution will send its decision within **6 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

*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. Signatures of the institutions (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
TR ISTANBU07	Assoc. Prof.Dr. Bayram Ali Ersoy ( <i>Institutional Erasmus Coordinator</i> )	20.12.2013	
E BARCELO03	Ferran Sagarra Trias, Dean ETSAB Escola Tècnica Superior d'Arquitectura de Barcelona	November 2013	

<sup>3</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>

<sup>4</sup> Scanned signatures are accepted

## Annex 1

### G. Information

#### 1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>5</sup>. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

##### TR ISTANBU07:

YTU grading system and regulations can be found in below given web address:

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

##### E BARCELO03 ETSAB \_ UPC local qualification grading scale (from 0 to 10)

10	(MATRÍCULA DE HONOR)	mark of special distinction
9 to 9,9	(EXCELENTE)	excellent
7 to 8,9	(NOTABLE)	very good
5 to 6,9	(APROBADO)	good / satisfactory
5		Is the passing grade
0 to 4,9	(SUSPENSO)	not passed (fail)
NP	(NO PRESENTADO)	not examined / not attended

The transcripts of records obtained reflect the name of the subjects in English, the ECTS credits and local grades.

ECTS grade	Percentage of passing students	Definition
A	top 10%	Excellent – outstanding performance with only minor errors.
B	next 25%	Very good – above the average standard but with some errors.
C	next 30%	Good – generally good work with a number of notable errors.
D	next 25%	Satisfactory – fair but with significant shortcomings.
E	next 10%	Sufficient – passable performance, meeting the minimum criteria.
FX	-	Fail - some work required before the credit can be awarded
F	-	Fail - considerable further work is required

#### 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	X	X
E BARCELO03	International Students Office UPC <a href="mailto:oficina.mobilitat.internacional@upc.edu">oficina.mobilitat.internacional@upc.edu</a> telephone: (+34) 93 401 69 37	<a href="https://www.upc.edu/sri/students">https://www.upc.edu/sri/students</a>

<sup>5</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

### 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	X	X
E BARCELO03	International Students Office UPC <a href="mailto:oficina.mobilitat.internacional@upc.edu">oficina.mobilitat.internacional@upc.edu</a> telephone: (+34) 93 401 69 37	<a href="https://www.upc.edu/sri/students">https://www.upc.edu/sri/students</a> In concrete, for insurance: <a href="https://www.upc.edu/sri/students/international-students/before-coming-to-upc/health-insurance">https://www.upc.edu/sri/students/international-students/before-coming-to-upc/health-insurance</a>

### 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 ISTANBU 07	<a href="mailto:incoming@yildiz.edu.tr">incoming@yildiz.edu.tr</a>	<a href="http://www.eu.yildiz.edu.tr/">http://www.eu.yildiz.edu.tr/</a>
E BARCELO03	International Students Office UPC <a href="mailto:oficina.mobilitat.internacional@upc.edu">oficina.mobilitat.internacional@upc.edu</a> telephone: (+34) 93 401 69 37	<a href="https://www.upc.edu/sri/students">https://www.upc.edu/sri/students</a>