



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² 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)
Aalborg Universitet	DK ALBORG01	Institutional Coordinator Gitte. N. Jensen International Office http://www.internationaloffice.aau.dk/ gij@adm.aau.dk +45 9940 7501 Departmental Coordinator Nicolai Steing steino@create.aau.dk	studyguide.aau.dk

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.

Izmir Institute of Technology (İzmir Yüksek Teknoloji Enstitüsü)	TR IZMIR03	Assoc. Prof. Dr. Mehtap Emirdağ Eanes (Institutional Coordinator) erasmuskoordinator@iyte.edu.tr Office of International Relations, TR-35430 Urla-İzmir; Tel: +90 232 750 78 92; Fax: +90 232 750 78 95; For incoming students: incoming-erasmus@iyte.edu.tr	www.iztech.edu.tr , http://ects.iyte.edu.tr/
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B. Mobility numbers⁵ 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
DK ALBORG01	TR IZMIR03	214	Design	2nd	2 x 5	
TR IZMIR03	DK ALBORG01	214	Design	2nd	2 x 5	

[*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.]

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>)

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 IZMIR03	DK ALBORG01	214	Design	1 Lecturer	
				1 week	
DK ALBORG01	TR IZMIR03	214	Design	1 Lecturer	
				1 week	

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]
DK ALBORG01		English	Danish	www.apply.aau.dk/how-to-apply-Erasmus-Erasmus-Mundus-student/entry-admission-requirements/	
TR IZMIR03		English	-	B1	B1

Note: the recommended language of instruction level at AAU applies to **all** study programmes/courses.

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://europa.europa.eu/en/resources/european-language-levels-cefr>

D. Additional requirements

DK ALBORG01: Enrolment only if 30 ECTS per semester

TR IZMIR03: Izmir Institute of Technology have NO infrastructure to welcome students and staff with disabilities

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
DK ALBORG01	1 May	No enrolment
TR IZMIR03	December 1st	June 1st

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

2. The receiving institution will send its decision within

DK ALBORG01: 6-8 weeks

TR IZMIR03: 3 weeks

3. A Transcript of Records will be issued by the receiving institution

DK ALBORG01: only upon request from the student in question and

TR IZMIR03: within 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

DK ALBORG01: *[In the event of unilateral termination, a notice of at least one academic year should be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.]*

TR IZMIR03: The same statement above is valid.

F. Information

1. Grading systems of the institutions

DK ALBORG01: <http://studyindenmark.dk/study-in-denmark/the-danish-way-of-teaching-1/the-danish-grading-system>

TR IZMIR03:

http://ects.iyte.edu.tr/BilgiIngilizce.aspx?p_id=menuErasmus&Islem=AKTSNotCevrimiIngilizce

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
DK ALBORG01	incoming-student@adm.aau.dk +45 9940 7504	www.apply.aau.dk/how-to-apply-Erasmus-Erasmus-Mundus-student/residence-permit-visa/
TR IZMIR03	incoming-erasmus@iyte.edu.tr Tel: +90 232 750 78 91	http://ects.iyte.edu.tr/AboutIngilizce.aspx?m=1145

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
DK ALBORG01	incoming-student@adm.aau.dk +45 9940 7504	www.apply.aau.dk/how-to-apply-Erasmus-Erasmus-Mundus-student/insurance/
TR IZMIR03	incoming-erasmus@iyte.edu.tr Tel: +90 232 750 78 91	Insurance cover is not automatically provided. http://ects.iyte.edu.tr/BilgiIngilizce.aspx?p_id=menuOgrencilerIcin&Islem=SigortaIngilizce

4. Housing




The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

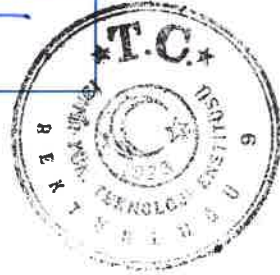
Information and assistance can be provided by the following persons and information

sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
DK ALBORG01	Lene Møller lm@adm.aau.dk +45 9940 9658	www.internationaloffice.aau.dk/international_accommodation_office/
TR IZMIR03	incoming-erasmus@iyte.edu.tr Tel: +90 232 750 78 91	http://ects.iyte.edu.tr/BilgiIngilizce.aspx?pid=menuOgrencilerIcin&Islem=BarinmaIngilizce

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
DK ALBORG01	Eskild Holm Nielsen, Dean	29.11.2013	 
TR IZMIR03	Prof. Dr. Sedat Akkurt Vice-Rector	06-12-2013	



⁷ Scanned signatures are accepted