

Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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 ¹ (email, phone)	Website (eg. of the course catalogue)
İzmir Yüksek Teknoloji Enstitüsü-IYTE [Izmir Institute of Technology-IZTECH] Department of Architectural Restoration	TR IZMIR03	Assoc.Prof. Mehtap Emirdağ Eanes erasmuskoordinator@iyte.edu.tr +90 232 750 7892 For incoming-students to IYTE: incoming-erasmus@iyte.edu.tr +90 232 750 78 91	www.iyte.edu.tr http://ects.iyte.edu.tr/
Fachhochschule Bielefeld Faculty of Architecture and Civil Engineering	D BIELEFE02	Ms Barbara Lawatzki Institutional ERASMUS Coordinator Barbara.lawatzki@fh-bielefeld.de Phone: +49 521 106 7709 Prof. Juergen Ziegenmeyer Juergen.ziegenmeyer@fh-bielefeld.de	www.fh-bielefeld.de www.fh-bielefeld.de/fb2

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

[...]			

B. Mobility numbers² 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*]	Student Mobility for Traineeships *
TR IZMIR03	D BIELEFE0 2	073	Architectural Restoration	2 nd	12 (2*6)	
D BIELEFE02	TR IZMIR03	073	Architectural Restoration	1 st , 2 nd	12 (2*6)	

[*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	D	073	Architectural	1 lecturer	

² 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>)

IZMIR03	BIELEFE0		Restoration	1 week	
D BIELEFE02	TR IZMIR03		Architectural	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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR IZMIR03	073	English	-	B1	B1
D BIELEFE02	073	German	English	B1	

D. Additional requirements

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

D BIELEFE02 welcomes students with disabilities. The arrangements need to be discussed in advance.

[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]

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

³ 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>

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 IZMIR03	June 1st	December 1st
D BIELEFE02	June 15 th	November 15 th

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

2. The receiving institution will send its decision within;

TR IZMIR03: [5] weeks.

D BIELEFE02: (4) weeks after application deadline

3. A Transcript of Records will be issued by the receiving institution no later than;

TR IZMIR03: [5] weeks.

D BIELEFE02: (59) 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 IZMIR03:

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

D BIELEFE02: Information about our grading system: <http://www.fh-bielefeld.de/multimedia/Internationales/Downloads/Gradingssystem.pdf>

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁴. 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.]

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 IZMIR03	incoming-erasmus@iyte.edu.tr Tel: +90 232 750 78 91	http://ects.iyte.edu.tr/AboutIngilizce.aspx?m=1145
D BIELEFE02	Sandra.siekaj@fh-bielefeld.de Tel.: + 49 521 106 7764	www.fh-bielefeld.de/internationales

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 IZMIR03	incoming-erasmus@iyte.edu.tr	Insurance cover is not automatically provided. http://ects.iyte.edu.tr/BilgiIngilizce.aspx?p_id=menuOgren

⁴ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

	Tel: +90 232 750 78 91	ciler/cin&Islem=SigortaIngilizce
D BIELEFE02	Sandra.siekaj@fh-bielefeld.de Tel.: + 49 521 106 7764	www.fh-bielefeld.de/internationales



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 IZMIR03	incoming-erasmus@iyte.edu.tr Tel: +90 232 750 78 91	http://ects.iyte.edu.tr/BilgiIngilizce.aspx?p_id=menuOgrenciler/cin&Islem=BarinmaIngilizce
D BIELEFE02	Sandra.siekaj@fh-bielefeld.de	www.fh-bielefeld.de/internationales

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
TR IZMIR03	Prof. Dr. Sedat Akkurt Vice-Rector	17.12.13	
D BIELEFE02	Prof. Dr. B. Rennen-Allhoff President	11.12.13	



⁵ Scanned signatures are accepted