



## Erasmus+ Programme

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

#### Inter-institutional agreement 2014-15 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<br>(and department,<br>where relevant)  | Erasmus code | Contact details<br>(email, phone)   | Website<br>(eg. of the course<br>catalogue)   |
|---|--------------|---|---|
| České vysoké učení<br>technické v Praze,<br>Czech Technical<br>University in Prague,<br>Faculty of Civil<br>Engineering | CZ PRAHA10   | Erasmus Institut.<br>Coordinator: Mrs. Dana<br>Mrkvičková, European<br>Office, rectorate, Zikova 4,<br>CZ-166 36 Prague 6<br>T : +420 2 2435 3436,<br>F : +420 2 2431 1042,<br>dana.mrkvickova@rek.cvut.c<br>z<br>Faculty coordinator: Václav<br>Kuráž, Faculty of Civil<br>Engineering, Thakurova 7,<br>166 29 Prague 6,<br>kuraz@fsv.cvut.cz<br>T:+420224354741,F:+420224<br>354584 | <a href="http://www.cvut.cz/en?set_language=en">http://www.cvut.cz/en?set_language=en</a> ,<br>course catalogue:<br><a href="http://www.cvut.cz/incomers/erasmus-exchange/prospectus">http://www.cvut.cz/incomers/erasmus-exchange/prospectus</a> |
|   |              |   |   |

|   |            |  |   |
|---|------------|--|---|
| İzmir Yüksek<br>Teknoloji Enstitüsü-<br>IYTE<br><br>[Izmir Institute of<br>Technology-IZTECH]<br><br><b>Department of Civil<br/>Engineering</b> | TR IZMIR03 | Assoc.Prof. Mehtap<br>Emirdağ Eanes<br><br><a href="mailto:erasmuskoordinator@iyte.edu.tr">erasmuskoordinator@iyte<br/>.edu.tr</a><br><br>+90 232 750 7892<br><br>For incoming-students to<br>IYTE:<br><br>incoming-<br>erasmus@iyte.edu.tr<br><br>+90 232 750 78 91 | <a href="http://www.iyte.edu.tr">www.iyte.edu.tr</a><br><br><a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a> |
|---|------------|--|---|

B. Mobility numbers<sup>1</sup> 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<br>[Erasmus code<br>of the sending<br>institution] | TO<br>[Erasmus code<br>of the<br>receiving<br>institution] | Subject<br>area code<br>*<br>[ISCED] | Subject area name<br>* | Study<br>cycle<br>[short<br>cycle,<br>1st , 2nd<br>or 3rd]<br>* | Number of student<br>mobility periods<br><br>Student<br>Mobility<br>for<br>Studies<br>[number<br>of<br>students/<br>total<br>number<br>of months<br>of the<br>study<br>periods *] |    |
|---|--|--------------------------------------|------------------------|---|---|----|
| CZ PRAHA10  | TR IZMIR03   | 0732                                 | Civil Engineering      | 2 <sup>nd</sup> ,3 <sup>rd</sup>                                | 2/10  | No |
| TR IZMIR03  | CZ PRAHA10   | 0732                                 | Civil Engineering      | 2 <sup>nd</sup> ,3 <sup>rd</sup>                                | 2/10  | No |

[\*Optional: subject area code & name and study cycle are optional.]

<sup>1</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>)

| FROM<br>[Erasmus code<br>of the sending<br>institution] | TO<br>[Erasmus code<br>of the<br>receiving<br>institution] | Subject<br>area code<br>*<br>[ISCED] | Subject area name<br>* | Number of staff mobility<br>periods  |  |
|---|--|--------------------------------------|------------------------|--|--|
|   |  |                                      |                        | Staff Mobility for<br>Teaching<br>[total number of<br>days of teaching<br>periods or<br>average duration<br>*] | Staff<br>Mobility for<br>Training<br>* |
| CZ PRAHA10  | TR IZMIR03   | 0732                                 | Civil Engineering      | To be appointed<br>later<br>1 week   | -                                      |
| TR IZMIR03  | CZ PRAHA10   | 0732                                 | Civil Engineering      | To be appointed<br>later<br>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<br>institution<br>[Erasmus<br>code] | Optional:<br>Subject<br>area | Language<br>of instruc-<br>tion 1 | Language<br>of instruc-<br>tion 2 | Recommended language of instruction<br>level <sup>2</sup>                |   |
|---|------------------------------|-----------------------------------|-----------------------------------|--|---|
|   |                              |                                   |                                   | Student Mobility<br>for Studies<br>[Minimum<br>recommended<br>level: B1] | Staff Mobility for<br>Teaching<br>[Minimum<br>recommended<br>level: B2] |
| CZ PRAHA10                                    |                              | English                           | Czech                             | B2 English   | B2 English  |
| TR IZMIR03                                    |                              | English                           | -                                 | B1   | B1  |

<sup>2</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>

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

**CTU in Prague:** Students with disabilities could be accepted after the consultation with International Office. There are non-barrier rooms available in some dorms.

**TR IZMIR03:** Izmir Institute of Technology has **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<br>[Erasmus code] | Autumn term*<br>[month]  | Spring term*<br>[month]  |
|---|--|--|
| CZ PRAHA10                              | 31 March- students from non-EU countries,<br>15 May – students from EU | 31 October – students from non-EU countries,<br>30 November – students from EU |
| TR IZMIR03                              | June 1st   | December 1st   |

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

2. The receiving institution will send its decision within 4 weeks.

**TR IZMIR03:** [5] 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]

**TR IZMIR03:** [5] weeks.

4. Termination of the agreement

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. Information

## 1. Grading systems of the institutions

CTU in Prague: <http://www.cvut.cz/en/ects-ds/brief/sr>

| ECTS grade | points | mark | Czech-in words | English-in words |
|------------|--------|------|----------------|------------------|
| A          | 100-90 | 1.0  | VÝBORNĚ        | EXCELLENT        |
| B          | 89-80  | 1.5  | VELMI DOBŘE    | VERY GOOD        |
| C          | 79-70  | 2.0  | DOBŘE          | GOOD             |
| D          | 69-60  | 2.5  | USPOKOJIVĚ     | SATISFACTORY     |
| E          | 59-50  | 3    | DOSTATEČNĚ     | SUFFICIENT       |
| F          | 49-0   | 4    | NEDOSTATEČNĚ   | FAILED           |

### TR IZMIRO3:

<http://ects.iyte.edu.tr/>

## 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<br>[Erasmus code] | Contact details<br>(email, phone)                                    | Website for information   |
|-------------------------------|--|---|
| CZ PRAHA10                    | Ms Lucie Bilova,<br>lucie.bilova@rek.cvut.cz, T:<br>+420 2 2435 3467 | <a href="http://www.cvut.cz/incomers/erasmus-exchange/visa">http://www.cvut.cz/incomers/erasmus-exchange/visa</a> |
| TR IZMIRO3                    | <a href="#">incoming-</a>  | <a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a>   |

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|  | <a href="mailto:erasmus@iyte.edu.tr">erasmus@iyte.edu.tr</a><br>Tel: +90 232 750 78 91 |  |
|--|--|--|

### 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   |
|----------------------------|--|---|
| CZ PRAHA10                 | Ms Lucie Bilova,<br>lucie.bilova@rek.cvut.cz, T:<br>+420 2 2435 3467                                     | <a href="http://www.cvut.cz/incomers/erasmus-exchange/checklist">http://www.cvut.cz/incomers/erasmus-exchange/checklist</a> |
| TR IZMIR03                 | <a href="mailto:incoming-erasmus@iyte.edu.tr">incoming-erasmus@iyte.edu.tr</a><br>Tel: +90 232 750 78 91 | <b>Insurance cover is not automatically provided.</b><br><a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</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   |
|----------------------------|--|---|
| CZ PRAHA10                 | Ms Lucie Bilova,<br>lucie.bilova@rek.cvut.cz, T:<br>+420 2 2435 3467 | <a href="http://www.cvut.cz/incomers/erasmus-exchange/a">http://www.cvut.cz/incomers/erasmus-exchange/a</a> |
| TR IZMIR03                 | <a href="mailto:incoming-erasmus@iyte.edu.tr">incoming-</a>          | <a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a>   |

|  |                        |  |
|--|------------------------|--|
|  | erasmus@ygc.edu.tr     |  |
|  | Tel: +90 232 750 78 91 |  |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)



| Institution<br>[Erasmus<br>code] | Name, function  | Date       | Signature <sup>3</sup> |
|----------------------------------|---|------------|------------------------|
| CZ PRAHA10                       | Václav Kuráž, Erasmus<br>coordinator, Faculty of Civil<br>Engineering | 23.01.2014 |                        |
| TR IZMIR03                       | Prof. Dr. Sedat Akkurt<br>Vice-Rector                                 | 23.1.14    |                        |



<sup>3</sup> Scanned signatures are accepted