



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2015/16-2019/20

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 ² (email, phone)	Website (eg. of the course catalogue)
İZMİR YÜKSEK TEKNOLOJİ ENSTİTÜSÜ (İZMİR INSTITUTE OF TECHNOLOGY) EUC: 220729 www.iztech.edu.tr [Department of Mechanical Engineering]	TR IZMIR03	Erasmus Institutional Coordinator: Prof. Dr. Mehtap EMİRDAĞ EANES Office of International Relations, TR-35430 Urla-İzmir; Tel: +90 232 750 78 92; Fax: +90 232 750 78 95; erasmuskoodinotor@iyte.edu.tr For incoming students: incoming-erasmus@iyte.edu.tr Contact person for Mechanical Engineering: Asst. Prof. Dr. Mehmet İsmet Can DEDE, Tel: +90 232 750 67 78; Fax: +90 232 750 67 01; E-mail: candede@iyte.edu.tr Depart. Erasmus Coordinator: Asst. Prof. Dr. Ferhat Bingöl, Tel: +90 232 750 67 86; Fax: +90 232 750 67 01; E-mail: ferhatbingol@iyte.edu.tr	http://ects.iyte.edu.tr/AboutIngilizce.aspx?m=1145
UNIVERSIDAD DEL PAIS VASCO	E BILBAO01	Marta Barandiaran, Director for International Mobility Edificio Rectorado, Barrio Sarriena	

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<p>s/n – 48940 LEIOA – (BIZKAIA) – SPAIN Phone: +34 94 601 2165 Fax: +34 94 601 3590 directora.internacional@ehu.es</p> <p>Bilateral Agreements, International Relations Office Vicerrectorado de Proyección Internacional Edificio Ignacio M^a Barriola – 1^a pl. Plaza Elhuyar, 1 // 20018 DONOSTIA-SAN SEBASTIAN (GIPUZKOA) – SPAIN Tel.: +34 943 018136 Fax: +34 943018230: agreements.internacional@ehu.es</p> <p>Charles PINTO, Erasmus coordinator of the Faculty of Engineering Alameda Urquijo s/n – E 48013 Bilbao. Tel. +34 94 6014014 – Fax: +34 94 6013939 – Email: charles.pinto@ehu.es</p>	
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B. Mobility numbers³ 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	E BILBAO01	0715	TR IZMIR03: Mechanical Engineering	2 nd , 3 rd	24 months (1*12 +1*12)	
E BILBAO01	TR IZMIR03	0715	E BILBAO01: Mechanical/Industrial Engineering	2 nd , 3 rd	24 (2x12 months)	

[*Optional: Though subject area code & name and study cycle are optional, **the specification of the number of students/staff is requested**. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.

³ 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	E BILBAO01	0715	TR IZMIR03: Mechanical Engineering	1/1 week	
E BILBAO01	TR IZMIR03	0715	E BILBAO01: Mechanical Engineering	1/1 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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR IZMIR03	Mechanical Engineering	English	English	B1	B1
E BILBAO01	Mechanical Engineering	SPANISH		B1	SPANISH B2 ENGLISH B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁴For 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>

D. Additional requirements

The original transcript of records (no carbon copy is accepted) with the exams done by the Turkish student can be given or sent directly to him/her OR to the International Office of TR IZMIR03.

The Learning Agreement or the changed Learning Agreement has to be given to the Turkish student who will submit to the approval of the departmental coordinator.

The incoming Erasmus student/partner universities can check information about extension of study period and changes to the original L. Agreement on the web site:

Selection/preparation/integration of mobility students and staff will be carried out in accordance with the principles of the Erasmus HEI Charter 2014-2019. Students and staff with disabilities will be accepted and assisted. Buddy system and orientation day/activities will be organized for incoming students.

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 [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR IZMIR03	June, 1st	December, 1st
E BILBAO01	May, 1st	November, 1st

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

2. TR IZMIR03 will send a detailed Erasmus nomination list by e-mail. It cannot be guaranteed another modality to nominate Erasmus students from TR IZMIR03 (such as online nominations etc...).
3. Partner Universities have to send a detailed Erasmus nomination list by e-mail (to erasmuskoordinator@iyte.edu.tr). It cannot be guaranteed the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc...).
4. The receiving institution will send its decision within 3 weeks.
5. 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.
6. Termination of the agreement

In case of earlier unilateral termination, a notice of at least one academic year should be given.

F. Information

1. Grading systems of the institutions

Institution [Erasmus code]	WEB PAGE
TR IZMIR03	http://ects.iyte.edu.tr/

E BILBAO01

(<http://www.ehu.es/en/web/nazioarteko-harremanak/en-grading-system-information>)

ECTS grading scale:

ECTS*	Local Mark	Local Grade	Definition
A	9,0 – 10	Sobresaliente	EXCELLENT
B	8,0 – 8,9	Notable	VERY GOOD
C	7,0-7,9	Notable	GOOD
D	6,0 – 6,9	Aprobado	SATISFACTORY
E	5,0-5,9	Aprobado	SUFFICIENT
FX-F	0 - 4,9	Suspenso	FAIL
	NP	No Presentado	INCOMPLETE. The student did not sit in the exam or did not hand in the assignments

*Approximate correspondence of Marks with ECTS scale. For information purposes only.

ECTS credits:

one semester
30 ECTS credits

one full academic year
60 ECTS credits

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://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliqi-3/ http://ects.iyte.edu.tr/
E BILBAO01	Ministerio de Asuntos Exteriores y Cooperación	http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx Further assistance:

		helpcentre4.internacional@ehu.es
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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	Insurance cover is not automatically provided. incoming-erasmus@iyte.edu.tr Tel: +90 232 750 78 91	http://ui0.iyte.edu.tr/en/ogrenci-ogrenim-hareketliligi-3/ http://ects.iyte.edu.tr/
E BILBAO01	European Commission (Employment, Social Affairs & Inclusion)	<ul style="list-style-type: none"> http://ec.europa.eu/social/main.jsp?catId=559 http://www.ehu.eus/en/web/nazioarteko-harremanak/en-medicalinsurance Further assistance: helpcentre4.internacional@ehu.es



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://ui0.iyte.edu.tr/en/ogrenci-ogrenim-hareketliligi-3/ http://ects.iyte.edu.tr/
E BILBAO01	Campus of Alava: helpcentre1.internacional@ehu.es Campus of Biscay (Leioa): helpcentre2.internacional@ehu.es Campus of Biscay (Bilbao): helpcentre3.internacional@ehu.es Campus of Gipuzkoa: helpcentre4.internacional@ehu.es	http://www.ehu.eus/en/web/nazioarteko-harremanak/en-your-first-nights

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
TR IZMIR03	Prof. Dr. Mehtap EMİRDAĞ EANES <i>Erasmus Institutional Coordinator</i>	17.12.2015	
E BILBAO01	Marta Barandiaran, Director for International Mobility	16.12.2015	

⁵Scanned signatures are accepted