



Erasmus+ Programme

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

Inter-institutional agreement 2017/2018 - 2020/2021 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	Erasmus code	Contact details		Website
University of Porto	P PORTO02	Institutional Coordinator	Bárbara Costa Director of International Office Praça Gomes Teixeira, 4099-002 Porto - Portugal international@reit.up.pt (+351) 220408034	www.up.pt / www.international.up.pt
		Faculty Local Coordinator	João Pedro Gomes Moreira Pêgo	http://www.fe.up.pt
		Professor responsible for the mobility	Pedro Sanches Amorim	http://www.fe.up.pt
		Administrative Contact	Carla João Machado da Rocha Faculty of Engineering of the University of Porto Rua Dr. Roberto Frias s/n 4200-463 PORTO international@fe.up.pt +351225081411	http://www.fe.up.pt
Izmir Institute of Technology	TR IZMIR03	Institutional Coordinator	Prof. Mehtap Emirda; Eanes İ zmir Institute of Technology Office of International Relations İ YTE Library Building Ground Floor C Block Urla TR-35430 Izmir erasmuskoordinator@iyte.edu.tr +902327507892	http://www.uio.iyte.edu.tr/ main_eng.jsp?pageName=commu
		Faculty/ Department Coordinator	Dr. Hasan Engin Duran Department of Engineering Management enginduran@iyte.edu.tr +90 232 750 70 11	

		Administrative Contact	
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B. Mobility numbers 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.

Students

FROM	TO	Subject area code [ISCED]	Subject area name	Study cycle	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
P PORTO02	TR IZMIR03	529	Engineering (others) - 529 ISCED	2 nd	2x5=10	
TR IZMIR03	P PORTO02	529	Engineering (others) - 529 ISCED	2 nd	2x5=10	

Staff

FROM	TO	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
TR IZMIR03	P PORTO02	529	Engineering (others) - 529 ISCED	1x8=8	

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	Optional: Subject area		Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
	Code	Name			Student Mobility for Studies	Staff Mobility for Teaching
P PORTO02			Portuguese	English/Suitable for English Speaking Students	B1 Portuguese or B2 English (no certificate required)	B2 English/Portuguese (no certificate required)
TR IZMIR03			English		B1	B2

D. Additional requirements

P PORTO02

The students to be nominated should be able to attend and participate in a class conducted in English.

Information for Disabled Students:

https://sigarra.up.pt/feup/en/web_base.gera_pagina?P_pagina=31549

Online application form:

https://sigarra.up.pt/up/en/web_base.gera_pagina?p_pagina=122272

TR IZMIR03

Involved programmes at TR IZMIR03

Msc in Engineering Management, <http://emp.iyte.edu.tr/>

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	Autumn term	Spring term	Nominations should be send to
P PORTO02	Applications to academic year / 1st semester: 31 May	Applications to the 2nd semester: 15 October	University of Porto International Office Praça Gomes Teixeira, 4099-002 Porto - Portugal Tel: +351 22 040 80 56 E-mail: international@reit.up.pt
TR IZMIR03	May 31st	December 31st	

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

3. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.

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. 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

P PORTO02

Local Grades awarded on a scale of 0-20 (pass mark 10)

18 to 20	Excellent
16 and 17	Very good
14 and 15	Good
10 to 13	Sufficient
0 to 9	Fail

ECTS Grades

P PORTO02

The University of Porto has fully implemented the Bologna process. The U.Porto has the ECTS credits and ECTS Grading scale in use (national law - Decreto-Lei nº 42/2005, de 22 of February).

ECTS Credits:

The number of ECTS credits for each course reflects the total number of hours a student is expected to devote to the course (in the form of lectures, homework, reading, essays, consultations, seminars, etc.). 60 ECTS credits express the workload of a full-time year of formal learning (academic year) and the associated learning outcomes. At the University of Porto, one credit corresponds to 27 hours of student total work. 1 full academic year = 60 credits and 1 semester = 30 credits.

ECTS grading scale:

The U.Porto uses, in addition to its own grading system, the ECTS grading scale according to national law to all its students - enrolled for a full programme or as a mobility student. The ECTS grading scale is based on the percentile (complementary to the class rank) of a student in a given assessment, i.e., how was his/her performance relatively to other students enrolled in the same curricular unit/course for the last three years (or in a significant group of students). Therefore, ECTS grade does not have a direct fixed correspondence to the local grade.

ECTS Grade Nota ECTS	% of students who have achieved this grade % de alunos que obtiveram esta nota
A	10
B	25
C	30
D	25
E	10
FX	-

TR IZMIR03

<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	Contact details	Website for information
P PORTO02	Mobility Unit Tel: +351 22 040 80 56 E-mail: international@reit.up.pt	http://sigarra.up.pt/up_uk/web_base.gera_pagina?p_pagina=122271
TR IZMIR03	Ms. Gizem Köfünçeli gizemkofunceli@iyte.edu.tr Tel: +90 232 750 78 90	http://ects.iyte.edu.tr/

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	Contact details	Website for information
P PORTO02	Mobility Unit Tel: +351 22 040 80 56	https://sigarra.up.pt/up/en/web_base.gera_pagina?p_pagina=122275


	E-mail: international@reit.up.pt	
TR IZMIR03	Ms. Gizem Köfünelyi gizemkofunelyi@iyte.edu.tr Tel: +90 232 750 78 90	http://ects.iyte.edu.tr/

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	Contact details	Website for information
P PORTO02	Mobility Unit Tel: +351 22 040 80 56 E-mail: international@reit.up.pt	https://sigarra.up.pt/up/en/ web_base.gera_pagina?p_pagina=122274
TR IZMIR03	Ms. Gizem Köfünelyi gizemkofunelyi@iyte.edu.tr Tel: +90 232 750 78 90	http://ects.iyte.edu.tr/

G. SIGNATURES OF THE INSTITUTIONS

Institution	Name, function	Date	Signature ¹
P PORTO02	João Pedro Gomes Moreira Pêgo, Faculty Local Coordinator		
TR IZMIR03	Prof. Mehtap Emirdağ Eanes, Institutional Coordinator	19.10.2016	

¹ Scanned signatures are accepted

