

Erasmus+ Programme

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

Inter-institutional agreement 2016-2021 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)
Izmir Yüksek Teknoloji Enstitüsü-IYTE [Izmir Institute of Technology-IZTECH] Department of Architecture Department of City and Regional Planning Department of Chemistry	TR IZMIR03	Prof. Mehtap Eanes (Erasmus Institutional Coordinator) erasmuskoordinator@iyte.edu.tr +90 232 750 7892 Erasmus Departmental Coordinators Architecture Assist. Prof. Ebru Yılmaz Dr. Ülkü Inceköse cbuyilmaz@iyte.edu.tr ulkuincekose@iyte.edu.tr +90 232 750 7158 City and Regional Planning Dr. Işın Can isincan@iyte.edu.tr +90 232 750 7055 Chemistry Assoc. Prof. Gulsah Sanli Mohamed gulsahsanli@iyte.edu.tr +90 232 750 7055	www.iyte.edu.tr http://cts.iyte.edu.tr/
Technische Universität Wien Vienna University of Technology	A WIEN02	Mr. Andreas Zemann (Erasmus Institutional Coordinator) andreaszemann@tuwien.ac.at +43 1 58801 41552 Exchanges: exchangein@tuwien.ac.at Erasmus Departmental Coordinator for the subject area 0731: Prof. Ardeshir Mahdavi Ardeshir.mahdavi@tuwien.ac.at +43 1 58801 27030 Erasmus Departmental Coordinator for the subject area 0531: Prof. Wolfgang Linert	www.tuwien.ac.at/international

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

		+43 1 58801 163613 wolfgang.linert@tuwien.ac.at	
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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	Student Mobility for Traineeships *
					<i>[total number of months of the study periods or average duration*]</i>	
TR IZMIR03	A WIEN02	0731	Architecture	1 st , 2 nd , 3 rd	12 (2*6)	
		0731	City and Regional Planning	1 st , 2 nd	12 (2*6)	
		0531	Chemistry	1 st , 2 nd , 3 rd	18 (3*6)	
A WIEN02	TR IZMIR03	0731	Architecture	1 st , 2 nd , 3 rd	12 (2*6)	
		0731	City and Regional Planning	1 st , 2 nd	12 (2*6)	
		0531	Chemistry	1 st , 2 nd , 3 rd	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	Staff Mobility for Training *	
					<i>[total number of days of teaching periods or average duration*]</i>	
TR IZMIR03	A WIEN02	0731	Architecture		1*5 days	
		0731	City and Regional Planning		1*5 days	
		0531	Chemistry		1*5 days	
A WIEN02	TR IZMIR03	0731	Architecture		1*5 days	
		0731	City and Regional Planning		1*5 days	

² Mobility numbers can be given per sending/receiving institutions and per education field (optional*);

<http://www.us.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

		0531	Chemistry	1*5 days	
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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:
(For more details on the language of instruction recommendations, see the course catalogue of each institution [*Links provided on the first page*])

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		English	-	B1	B2
A WIEN02		German	English	B2	B2

Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR IZMIR03	May 31st	December 31st
A WIEN02	May 31st	December 15th

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

TR IZMIR03	A WIEN02
Additional requirements: [Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]	
Izmir Institute of Technology has NO infrastructure to welcome students and staff with disabilities.	Erasmus applications for incoming students on-line in: https://tiss.tuwien.ac.at/mobility/incomingApplication.xhtml?windowid=169 Special services for disabled students are offered by TUW Teaching Support Centre: http://www.tuwien.ac.at/barrierefrei/
The receiving institution will send its decision within;	

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>

[5] weeks.	will send its welcome package within 4 weeks after having received the official nomination by the home institution
A Transcript of Records will be issued by the receiving institution no later than the following weeks after the assessment period has finished at the receiving HEL. <i>[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]</i>	
[5] weeks.	can be printed out by the student 4 weeks after the exam
Termination of the agreement <i>[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."]</i>	

Information

Grading Systems-Visa-Insurance-Housing

The sending and receiving institutions will provide assistance, when required, in securing visas and in obtaining insurance for incoming and outbound mobile participants and the receiving institution will guide incoming mobile participants in finding accommodation 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:

TR IZMIR03	A WIEN02
Contact Details and Website Information	
CONTACT POINTS OF THE INSTITUTIONS	
http://ceis.iyte.edu.tr	www.tuwien.ac.at/ehi/ceis/index.html exchangein@tuwien.ac.at
gizemkofonyeli@iyte.edu.tr Tel: +90 232 750 78 90 http://ceis.iyte.edu.tr	www.tuwien.ac.at/ehi/ceis/index.html exchangein@tuwien.ac.at
INSURANCE	
gizemkofonyeli@iyte.edu.tr Tel: +90 232 750 78 90 <u>Insurance cover is not automatically provided.</u> http://ceis.iyte.edu.tr	www.tuwien.ac.at/ehi/ceis/index.html exchangein@tuwien.ac.at

CONTACT	
gizemkofunveli@iyte.edu.tr Tel: +90 232 750 78 90 http://ects.iyte.edu.tr/	www.tuwien.ac.at/international exchangein@tuwien.ac.at

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
TR IZMIR03	Prof. Dr. Mehtap Eanes Erasmus Institutional Coordinator	27.10.16	
A WIEN02	Mr. Andreas Zemann Erasmus Institutional Coordinator	27.10.2016	

⁴ Scanned signatures are accepted