



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Technische Hochschule Mittelhessen University of Applied Sciences (formerly FH Giessen-Friedberg University of Applied Sciences)	D GIESSEN02	International Office Silke Wehmer (Head of International Office and ERASMUS Institutional Coordinator) Wiesenstr. 14 35390 Giessen, Germany Tel +49 641 309 1320 Fax +49 641 309 2910 silke.wehmer@admin.thm.d	www.thm.de

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

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

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Technische Hochschule Mittelhessen University of Applied Sciences	D GIESSEN02	<p>Departmental Coordinator Prof. Dr. Wolfgang Moosecker FB Bau (Arch. & Civ. Eng.) Wiesenstr. 14 35390 Giessen, Germany Tel +49 641 309 18130 wolfgang.moosecker@bau.thm.de</p> <p>Prof. Dr. Bettina Just FB MNI (Dept of Mathematics, Natural Science, Computer Science) Wiesenstr. 14, D-35390 Giessen, Germany Phone: +49-641-309-3454 bettina.just@mni.thm.de</p>	<p>www.thm.de/bau</p> <p>www.mni.thm.de</p>
İzmir Yüksek Teknoloji Enstitüsü-IYTE [Izmir Institute of Technology-IZTECH] Department of Computer Engineering Department of Architecture	TR IZMIR03	<p>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</p>	<p>www.iyte.edu.tr http://ects.iyte.edu.tr/</p>

B. Mobility numbers⁵ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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]	TO [Erasmus]	Subject area	Subject area	Study cycle	Number of student mobility periods
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⁵ 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>)

code of the sending institution]	code of the receiving institution]	code * [ISCED]	name *	[short cycle, 1 st , 2 nd or 3 rd] *	Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
D GIESSEN02	TR IZMIR03	073	Architecture	1 st , 2 nd	30 (3 x 10)	2
		071	Computer Science	1 st , 2 nd	30 (3 x 10)	2
TR IZMIR03	D GIESSEN02	073	Architecture	1 st , 2 nd	30 (3 x 10)	2
		071	Computer Science	1 st , 2 nd	30 (3 x 10)	2

[*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 *
D GIESSEN02	TR IZMIR03	073	Architecture	10	upon request
		071	Computer Science	10	upon request
TR IZMIR03	D GIESSEN02	073	Architecture	1 lecturer 2 weeks	upon request
		071	Computer Science	1 lecturer 2 weeks	upon request

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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D GIESSEN02	073, 071	German	English (staff mob only)	B1	B2
TR IZMIRO3	073, 071	English		B1	B1

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

D GIESSEN02:

Incoming students are encouraged to participate in the Preparatory German Language Course (HSK), taking place every September in Giessen:

http://www.uni-giessen.de/cms/international-pages/language-courses/in/hsk/index_html/view?set_language=en

Integration is highly valued and supported. International students are linked to experienced students of THM via the International Buddy Program (<http://www.thm.de/international/en/buddy>). Application to be done online.

Students and staff with disabilities are supported by the BLIZ (Centre for Blind and Visually Handicapped Students). In case of any special needs please let us know well ahead of application, for we can make sure that all services needed will be available.

TR IZMIRO3: Izmir Institute of Technology has **NO** infrastructure to welcome students and staff with disabilities.

⁶ 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]
D GIESSEN02	July 1 st	December 15th
TR IZMIRO3	June 1st	December 1st

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

2. The receiving institution will send its decision within D GIESSEN02: 5 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than D GIESSEN02: 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]
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

D GIESSEN02: Please visit the official website to see information about grading system:
<http://www.thm.de/international/en/curriculum-mainmenu-273/general-information-mainmenu-274>

TR IZMIRO3:
http://ects.iyte.edu.tr/BilgiIngilizce.aspx?p_id=menuErasmus&Islem=AKTSNotCevrimiIngilizce

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
D GIESSEN02	Shila Monasterios – shila.monasterios@admin.thm.de	www.thm.de/international/en/incoming

	Tel +49 641 309 1329	
TR IZMIR03	incoming-erasmus@iyte.edu.tr Tel: +90 232 750 78 91	http://ects.iyte.edu.tr/AboutIngilizce.aspx?m=1145

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
D GIESSEN02	Shila Monasterios – shila.monasterios@admin.thm.de Tel +49 641 309 1329	www.thm.de/international/en/incoming
TR IZMIR03	incoming-erasmus@iyte.edu.tr Tel: +90 232 750 78 91	<u>Insurance cover is not automatically provided.</u> http://ects.iyte.edu.tr/BilgiIngilizce.aspx?p_id=menuOgrencilerIcin&Islem=SigortalIngilizce


4. Housing

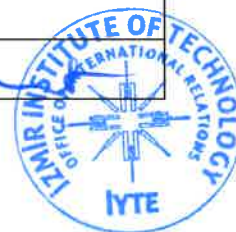
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D GIESSEN02	Shila Monasterios – shila.monasterios@admin.thm.de Tel +49 641 309 1329	www.thm.de/international/en/incoming
TR IZMIR03	incoming-erasmus@iyte.edu.tr Tel: +90 232 750 78 91	http://ects.iyte.edu.tr/BilgiIngilizce.aspx?p_id=menuOgrencilerIcin&Islem=BarinmaIngilizce


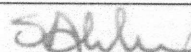
G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
D GIESSEN02	Silke Wehmer Head International Office ERASMUS Institutional Coordinator	27.01.2014	
TR IZMIR03	Prof. Dr. Sedat Akkurt	29.01.14	

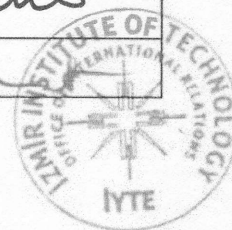


⁷ Scanned signatures are accepted

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D GIESSEN02	Silke Wehmer Head International Office ERASMUS Institutional Coordinator	27.01.2014	
TR IZMIRO3	Prof. Dr. Sedat Akkurt	29.01.14	

Technische Hochschule Mittelhessen
University of Applied Sciences
International Office / Auslandsreferat
Wiesenstr. 14 · 35390 Gießen
Germany



⁷ Scanned signatures are accepted