

# 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 <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
TEHNIČKO VELEUČILIŠTE U ZAGREBU / ZAGREB UNIVERSITY OF APPLIED SCIENCES	HR ZAGREB05	<b>Erasmus coordinator</b> Prof. Sonja Zentner Pilinsky, Ph.D. E-mail: Phone: +385 1 5603 935 Fax:+385 1 5603 999	<a href="http://www2.tvz.hr/en/erasmus/">http://www2.tvz.hr/en/erasmus/</a>
İzmir Yüksek Teknoloji Enstitüsü- IYTE [Izmir Institute of Technology- IZTECH] Department of Computer Engineering Department of Mechanical Engineering	TR IZMIR03	<b>Erasmus Coordinator (Institutional)</b> <b>Prof. Mehtap Emirdağ Eanes</b> <a href="mailto:erasmuskoordinator@iyte.edu.tr">erasmuskoordinator@iyte.edu.tr</a> +90 232 750 7892 For incoming-students to IYTE: <a href="mailto:incoming-erasmus@iyte.edu.tr">incoming-erasmus@iyte.edu.tr</a> +90 232 750 78 91 <b>Departmental Erasmus Coordinator:</b> <b>Computer Engineering</b>	<a href="http://www.iyte.edu.tr">www.iyte.edu.tr</a> <a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a>

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

<p>Department of Electrics and Electronics Engineering</p> <p>Department of Civil Engineering</p>		<p><b>Assist.Prof.Dr. Yalin BASTANLAR</b> Tel: +90 232 750 7883; Fax: +90 232 750 7862; E-mail: <a href="mailto:yalinbastanlar@iyte.edu.tr">yalinbastanlar@iyte.edu.tr</a></p> <p><b>Mechanical Engineering:</b></p> <p><b>Assist. Prof.Dr. Alvaro Diez</b> Tel: +90 232 750 6707; Fax: +90 232 750 6701; E-mail: <a href="mailto:alvarodiez@iyte.edu.tr">alvarodiez@iyte.edu.tr</a></p> <p><b>Department of Electrics and Electornics Engineering</b></p> <p><b>Assist.Prof.Dr.Fatih Yaman</b> Tel: +90 232 750 6596; Fax: +90 232 750 6599; E-mail: <a href="mailto:fatihyaman@iyte.edu.tr">fatihyaman@iyte.edu.tr</a></p> <p><b>Department of Civil Engineering</b></p> <p><b>Assist.Prof.Dr.Gursoy Turan</b> Tel: +90 232 750 6804; Fax: +90 232 750 6801; E-mail: <a href="mailto:gursoy@iyte.edu.tr">gursoy@iyte.edu.tr</a></p>	
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**B. Mobility numbers<sup>2</sup> 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	TO	Subject	Subject area	Study cycle	Number of student
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<sup>2</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>)

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	<i>area code</i> * [ISCED]	<i>name</i> *	[short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	<b>mobility periods</b> Student Mobility for Studies: [total number of months of the study periods or average duration*]	<i>Student Mobility for Traineeship</i> S: *
HR ZAGREB05	TR IZMIR03	0715	<b>HR ZAGREB05:</b> Mechanical Engineering	1 <sup>st</sup>	2 students x 5 months=10 months total	1 student
TR IZMIR03	HR ZAGREB05	0715	<b>TR IZMIR03</b> Mechanical Engineering	1 <sup>st</sup>	2 students x 5 months=10 months total	1 student
HR ZAGREB05	TR IZMIR03	061	<b>HR ZAGREB05:</b> Computer Engineering	1 <sup>st</sup>	2 students x 5 months=10 months total	1 student
TR IZMIR03	HR ZAGREB05	061	<b>TR IZMIR03</b> Computer Engineering	1 <sup>st</sup>	2 students x 5 months=10 months total	1 student
HR ZAGREB05	TR IZMIR03	715	<b>HR ZAGREB05:</b> Electrical and Electronics Engineering	1 <sup>st</sup>	2 students x 5 months=10 months total	1 student
TR IZMIR03	HR ZAGREB05	715	<b>TR IZMIR03</b> Electrical and Electronics Engineering	1 <sup>st</sup>	2 students x 5 months=10 months total	1 student
HR ZAGREB05	TR IZMIR03	0732	<b>HR ZAGREB05:</b> Civil Engineering	1 <sup>st</sup>	2 students x 5 months=10 months total	1 student
TR IZMIR03	HR ZAGREB05	0732	<b>TR IZMIR03</b> Civil Engineering	1 <sup>st</sup>	2 students x 5 months=10 months total	1 student

*[\*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 *
HR ZAGREB05	TR IZMIR03	0715	<b>HR ZAGREB05:</b> Mechanical Engineering	2 teachers x 5 days  10 days total	1 person x 5 days
TR IZMIR03	HR ZAGREB05	0715	<b>TR IZMIR03</b> Mechanical Engineering	2 teachers x 5 days  10 days total	1 person x 5 days
HR ZAGREB05	TR IZMIR03	061	<b>HR ZAGREB05:</b> Computer Engineering	2 teachers x 5 days  10 days total	1 person x 5 days
TR IZMIR03	HR ZAGREB05	061	<b>TR IZMIR03</b> Computer Engineering	2 teachers x 5 days  10 days total	1 person x 5 days
HR ZAGREB05	TR IZMIR03	715	<b>HR ZAGREB05:</b> Electrical and Electronics Engineering	2 teachers x 5 days  10 days total	1 person x 5 days
TR IZMIR03	HR ZAGREB05	715	<b>TR IZMIR03</b> Electrical and Electronics Engineering	2 teachers x 5 days  10 days total	1 person x 5 days
HR ZAGREB05	TR IZMIR03	0732	<b>HR ZAGREB05:</b> Civil Engineering	2 teachers x 5 days  10 days total	1 person x 5 days
TR IZMIR03	HR ZAGREB05	0732	<b>TR IZMIR03</b> Civil Engineering	2 teachers x 5 days  10 days total	1 person x 5 days

### 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	Language of instruction	Recommended language of instruction level <sup>3</sup>	
		1	2	Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HR ZAREB05	All	English	Croatian	B2 English	B2 English
TRIZMIR 03	All	English	English	B1 English	B2 English

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

HR ZAGREB05: Zagreb University of Applied Sciences has the infrastructure to welcome students and staff with disabilities. However, the International Office must be informed about it during the application procedure.

#### TR IZMIR03

<sup>3</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>

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]
HR ZAREB05	31 May	30 November
TRIZMIR 03	May 31st	December 31st

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](mailto: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

### HR ZAGREB05:

#### Croatian Grading System

5 = izvrsan (excellent)

4 = vrlo dobar (very good)

3 = dobar (good)

2 = dovoljan (satisfactory)

1 = nedovoljan (fail)

ECTS grading scale: the Zagreb University of Applied Sciences does not use the ECTS grading scale

### TR IZMIR03:

Institution [Erasmus code]	WEB PAGE
TR IZMIR03	<a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a>

## 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
HR ZAGREB05	Vida Senci, Erasmus administrator <a href="mailto:vida.senci@tvz.hr">vida.senci@tvz.hr</a> phone: +385 1 560 39 365 cell phone: +385 99 266 88 43	<a href="http://www.tvz.hr/en/erasmus/dolazna-mobilnost/">http://www.tvz.hr/en/erasmus/dolazna-mobilnost/</a>
TR IZMIR03	<a href="mailto:gizemkofunyei@iyte.edu.tr">gizemkofunyei@iyte.edu.tr</a> Tel: +90 232 750 78 90	<a href="http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliigi-3/">http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliigi-3/</a> <a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a>

## 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
HR ZAGREB05	Vida Senci, Erasmus administrator <a href="mailto:vida.senci@tvz.hr">vida.senci@tvz.hr</a> phone: +385 1 560 39 365 cell phone: +385 99 266 88 43	<a href="http://www.tvz.hr/en/erasmus/dolazna-mobilnost/">http://www.tvz.hr/en/erasmus/dolazna-mobilnost/</a>
TR IZMIR03	Insurance cover is not automatically provided.  <a href="mailto:gizemkofunvelyi@iyte.edu.tr">gizemkofunvelyi@iyte.edu.tr</a>  Tel: +90 232 750 78 90	<a href="http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliği-3/">http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliği-3/</a>  <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
HR ZAGREB05	Vida Senci, Erasmus administrator <a href="mailto:vida.senci@tvz.hr">vida.senci@tvz.hr</a> phone: +385 1 560 39 365 cell phone: +385 99 266 88 43	<a href="http://www.tvz.hr/en/erasmus/dolazna-mobilnost/">http://www.tvz.hr/en/erasmus/dolazna-mobilnost/</a>
TR IZMIR03	<a href="mailto:gizemkofunvelyi@iyte.edu.tr">gizemkofunvelyi@iyte.edu.tr</a>  Tel: +90 232 750 78 90	<a href="http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliği-3/">http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliği-3/</a>  <a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a>

#### **G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**



Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
HR ZAGREB05	Prof. Slavica Čosović Bajić, Ph.D. Dean	09.12.16	
TR IZMIR03	Prof. Dr. Mehtap EMİRDAĞ EANES <i>Erasmus Institutional Coordinator</i>	8/12/16	

Klasa: 602-04/16-22/01  
Ur.broj: 251-375-19-16-78

<sup>4</sup> Scanned signatures are accepted