Erasmus+ Programme

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

Inter-institutional[1] agreement 2019-20[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)
Università degli Studi di Milano	I MILANO 01	**Institutional Coordinator** TBD International Relations Office international.agreements@unimi.it **Administrative contact:** International Relations Office international.agreements@unimi.it Tel. 0039 02 50313504 **Departmental Coordinator:** Elisa Paganini elisa.paganini@unimi.it Department of Philosophy Via Festa del Perdono 7 20122 Milano	https://www.unimi.it/en/node/7725
İzmir Yüksek Teknoloji Enstitüsü-İYTE [Izmir Institute of Technology-IZTECH]	TR IZMIR03	**Institutional Coordinator:** Prof. Mehtap EMIRDAĞ EANES erasmuskoordinator@iyte.edu.tr +90 232 750 7892	www.iyte.edu.tr http://ects.iyte.edu.tr/

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[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.

Department of Computer Engineering		TR-35430 Urla-İZMİR	
		For incoming-students to IYTE:	
		gizemkofunyeli@iyte.edu.tr	
		+90 232 750 78 90	
		Erasmus Departmental Coordinator:	
		Assoc.Prof.Dr. Yalın BAŞTANLAR	
		Department of Computer Engineering	
		+90 232 750 7883	
		yalinbastanlar@iyte.edu.tr	

B. Mobility numbers[5] 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, 1ˢᵗ, 2ⁿᵈ or 3ʳᵈ] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration *]	Student Mobility for Traineeships *
I MILANO 01	TR IZMIR03	NA	NA	NA	NA	NA
TR IZMIR03	I MILANO01	NA	NA	NA	NA	NA

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 *
I MILANO 01	TR IZMIR03	068	Inter-disciplinary programmes and qualifications involving Information and Communication Technologies	1 x 5 days	------

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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)

TR IZMIR03	I MILANO01	0613	Computer Engineering	1 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 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]
I MILANO 01		Italian	English	B1	B2
TR IZMIR03		English	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

Infrastructure to welcome students and staff with disabilities.

I MILANO01: https://www.unimi.it/en/node/725

TR IZMIR03: İzmir 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]
I MILANO01	30TH June	30TH November
TR IZMIR03	August 1st	December 15th

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

2. The receiving institution will send its decision within **4 weeks**.

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[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

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

   TR IZMIR03: 5 weeks

4. Termination of the agreement

   *The present Bilateral Agreement will be valid for the academic year(s) mentioned above unless either side terminates the present Agreement in writing by **September 30th** of the year prior to the academic year concerned. 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

I MILANO01: degree courses are structured in University Educational Credits (crediti formativi universitari – CFU). A university credit corresponds to 25 hours of work per student, time for personal study included. The average annual workload of a full time student is conventionally fixed at 60 credits. 1 CFU credit equals 1 ECTS credit. To obtain the credits the student must pass the final exam Min. 18/30=sufficient grade Max 30/30= excellent grade.
ECTS credits: 1 academic year= 60 credits / 1 semester=30 credits / 1 term-trimester=20 credits
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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 [Erasmus code]	Contact details (email, phone)	Website for information
I MILANO01	International Relations Office mobility.in@unimi.it 0039 02 50313507	https://www.unimi.it/en/international/coming-abroad/mobilita-internazionale/erasmus-incoming
TR IZMIR03	Ms. Gizem Köfünyeli gizemkofunyeli@iyte.edu.tr Tel: +90 232 750 78 90	http://ects.iyte.edu.tr/ http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliligi-3/

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
I MILANO01	International Relations Office mobility.in@unimi.it 0039 02 50313507	https://www.unimi.it/en/international/coming-abroad/mobilita-internazionale/erasmus-incoming
TR IZMIR03	Ms. Gizem Köfünyeli gizemkofunyeli@iyte.edu.tr Tel: +90 232 750 78 90	http://ects.iyte.edu.tr/ http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliligi-3/

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
I MILANO01	International Relations Office mobility.in@unimi.it 0039 02 50313507	https://www.unimi.it/en/international/coming-abroad/mobilita-internazionale/erasmus-incoming
TR IZMIR03	Ms. Gizem Köfünyeli gizemkofunyeli@iyte.edu.tr Tel: +90 232 750 78 90	http://ects.iyte.edu.tr/ http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliligi-3/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[7]
I MILANO01	Prof. Elio Franzini Rector	01 AGO. 2019	
TR IZMIR03	Prof. Mehtap EANES Erasmus Institutional Coordinator	02.08.2019	

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[7] Scanned signatures are accepted