

Erasmus+ Programme

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

Inter-institutional agreement 2019 - 2021

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
<p>İZMİR YÜKSEK TEKNOLOJİ ENSTİTÜSÜ-İYTE İZMİR INSTITUTE OF TECHNOLOGY- İZTECH Department of Environmental Engineering</p>	TR IZMIR03	<p>Erasmus Institutional Coordinator: Assoc. Prof. Dr. Nur Başak SÜRMEİ ERALTUĞ erasmuskoordinat@iyte.edu.tr +90 232 750 7892 <u>For incoming-students to İYTE:</u> gizemkofunyeli@iyte.edu.tr +90 232 750 78 90</p> <p>Departmental Coordinator Dr. Altan Özkan TR-35430 Gülbahçe Köyü Urla-İzmir altanozkan@iyte.edu.tr +90 232 750 6854</p>	<p>www.iyte.edu.tr http://ects.iyte.edu.tr/</p>
<p>INSTITUTO POLITÉCNICO DA GUARDA</p>	PGUARDA01	<p>Erasmus Institutional Coordinator: Joaquim Manuel Fernandes Brigas, PhD</p> <p>Contact persons: Anabela Pires /Lurdes Mendes / Susana Pereira / Vitória Fonseca</p> <p>International Relations Office</p> <p>ADDRESS: Avenida Dr. Francisco Sá Carneiro, nº 50 - 600-559 Guarda (Portugal)</p> <p>PHONE: +351 271 220 105 / FAX : + 351 271 222 690</p> <p>E-MAIL: gmc@ipg.pt</p>	<p>www.ipg.pt</p> <p>Student Guide: http://www.ipg.pt/guia_aluno/defaultuk.aspx</p>

More contact and other information can be given in a separate info sheet accompanying this agreement.

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 the calendar year (for the next academic year).

FROM	TO	Subject area code (ISCED)	Subject area name	Study cycle level	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
TR IZMIR03	PGUARDA01	0712	Environmental protection technology	1 st	15 months 3 students 5 months each	To be defined
PGUARDA01	TR IZMIR03	0712	Environmental protection technology	1 st , 2 nd	3x5 months=10 months	To be defined

FROM	TO	Subject area code (ISCED)	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
TR IZMIR03	PGUARDA01	0712	Environmental protection technology	2 staff *1 week (min 8 hours-each staff)	2 x 1 week
PGUARDA01	TR IZMIR03	0712	Environmental protection technology	2 x 1 week	2 x 1 week

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	Subject area (optional)	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies / Traineeships	Staff Mobility for Teaching
TR IZMIR03	0712	English		English – B1	English – B2
PGUARDA01	0712	Portuguese	Some subjects may be taught in English	A2 in Portuguese B1 in English	B1 in English

For more details on the language of instruction recommendations, see the course catalogue of each institution (links provided on Page 1).

D. Additional requirements

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

P GUARDA01: WELCOME STUDENTS AND STAFF WITH DISABILITIES HOWEVER **ALL ARRANGEMENTS MUST BE DISCUSSED IN ADVANCE.**

E. Calendar

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

Receiving institution	Autumn semester	Spring semester
TR IZMIR03	<u>Nomination deadline:</u> August 1 st <u>Application deadline:</u> August 15 th	<u>Nomination deadline:</u> December 15 th <u>Application deadline:</u> December 31 st
PGUARDA01	30 May	15 December

2. The receiving institution will send its decision within **4 weeks from the application deadline.**

TR IZMIR03: 5 weeks

3. A Transcript of Records with attendance dates will be issued by the receiving institution no later than **5 weeks after the assessment period** has finished at the receiving HEI. If the transcript is issued directly to the student, a scanned copy of the transcript of records will be sent to the international office of the sending institution.

4. Termination of the agreement

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

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide¹. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

TR IZMIR03: <http://ects.iyte.edu.tr/>

P GUARDA01: Will provide the statistical distribution of grades according to the descriptions in the ECTS user's guide as well as the quantitative and qualitative institutional grading system.

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
TR IZMIR03	For incoming students: 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/
PGUARDA01	GMC: gmc@ipg.pt +351 271 220 105	http://www.ipg.pt/relacoes_internacionais/

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:

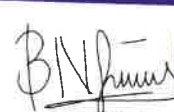
Institution	Contact details	Website for information
TR IZMIR03	For incoming students: gizemkofunyeli@iyte.edu.tr Tel: +90 232 750 78 90	http://ects.iyte.edu.tr/ Insurance cover is not automatically provided. http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliligi-3/
PGUARDA01	GMC: gmc@ipg.pt +351 271 220 105	http://www.ipg.pt/relacoes_internacionais/

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
TR IZMIR03	For incoming students: gizemkofunveli@iyte.edu.tr Tel: +90 232 750 78 90	http://ects.iyte.edu.tr/ http://uo.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliqi-3/
PGUARDA01	International Relations Office Email: gmc@ipg.pt Phone: + 351 271 220 105 Or Social Services: Isabel Calçada Email: isabelcalcada@ipg.pt Phone: +351 271 208 097	http://www.ipg.pt/relacoes_internacionais/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature
TR IZMIR03	Assoc. Prof. Dr.Nur Başak Sürmeli Eraltuğ Erasmus Institutional Coordinator	16/12/2020	
PGUARDA01	Joaquim Manuel Fernandes Brigas, PhD Presidente	15/12/2020	