



# Erasmus + Programme

## Key Action 1


- Mobility for learners and staff -

Higher Education Student and Staff Mobility

## Inter-institutional agreement 2014-2021 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 (email, phone)	Website (eg. of the course catalogue)
<b>YILDIZ TECHNICAL UNIVERSITY</b>	<b>TR ISTANBU07</b>	<b>Institutional:</b> <b>Assoc.Prof.Dr.Bayram Ali ERSOY</b> (Institutional Erasmus Coordinator) Tel: +90 212 383 2069 E-mail: <a href="mailto:erasmus@yildiz.edu.tr">erasmus@yildiz.edu.tr</a> <b>Departmental:</b> <b>Ass.Prof.Dr. Müslüm ÖZİŞİK</b> (Mathematical Engineering Department Erasmus Coordinator) <b>YILDIZ TECHNICAL UNIVERSITY</b> Mathematical Engineering Department Davutpasa Campus, ESENLER-ISTANBUL <b>Phone</b> : +90 212 383 46 08 <b>Fax</b> : +90 212 383 45 90 <b>E-mail</b> : <a href="mailto:ozisik@yildiz.edu.tr">ozisik@yildiz.edu.tr</a>	<a href="http://www.bologna.yildiz.edu.tr/">http://www.bologna.yildiz.edu.tr/</a>  Asst. Prof. Dr. Müslüm ÖZİŞİK YILDIZ TECHNICAL UNIVERSITY Mathematical Engineering Department Erasmus Coordinator
<b>GRAZ UNIVERSITY OF TECHNOLOGY</b>	<b>A GRAZ 02</b>	<b>Institutional:</b> <b>Julia NIEHS</b> Technische Universität Graz, International Relations and Mobility Programmes, A-8010 Graz, Reichbauerstraße 12, Graz, AUSTRIA Phone : +43-316-873 6415 Fax : +43-316-873 6421 E-mail: <a href="mailto:julia.niehs@TUGraz.at">julia.niehs@TUGraz.at</a> <b>Departmental:</b> <b>Mathematics:</b> Prof. Dr. Peter GRABNER, Institute of Mathematics A (Analysis and Com-	

		putational Number Theory) Phone: +43 (0)316 873 5353 peter.grabner@tugraz.at <b>Computer Science</b> Prof. Dr. Denis HELIC, Institute of Knowledge Management Phone: +43 (0)316 873 9280 dhelic@tugraz.at	
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## B. Mobility numbers 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 code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
TR ISTANBU07	A GRAZ 02	11.0-11.3	Computing, Mathematics, Informatics	1 <sup>st</sup> 2 <sup>nd</sup>	2*10= 20 months	Only by individual agreement
A GRAZ 02	TR ISTANBU07	11.0-11.3	Computing, Mathematics, Informatics	2 <sup>nd</sup>	1*10= 10 months	

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
TR ISTANBU07	A GRAZ 02	11.0-11.3	Computing, Mathematics, Informatics	1*14= 14 days	1*14= 14 days
A GRAZ 02	TR ISTANBU07	11.0-11.3	Computing, Mathematics, Informatics	1*10= 10 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 <sup>1</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07		English		B1	B2
A GRAZ02		German	English	B2 or higher (either in English or German)	B2 or higher
	<a href="http://www.tugraz.at/international/Incomings/IncomingExchangeStudents/Bewerbung/Sprachnachweis_Erasmus">http://www.tugraz.at/international/Incomings/IncomingExchangeStudents/Bewerbung/Sprachnachweis_Erasmus</a>				

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

#### TR ISTANBU07:

#### A GRAZ02:

Incoming Exchange Students are required to attend the Orientation Sessions I & II and the Intercultural Orientation Sessions

Teaching Assignments and staff training need to be discussed and agreed upon with the relevant institutes/ academic units at the partner institutions.

Graz University of Technology welcomes students and staff with disabilities.

Contact: Karin Krottmayer  
Phone: +43 316 873 6599; email: karin.krottmayer@tugraz.at  
[www.tugraz.at/barrierefrei-studieren](http://www.tugraz.at/barrierefrei-studieren)

<sup>1</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>

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ISTANBU07	Online Application Period 15 <sup>th</sup> May-15 <sup>th</sup> July	Online Application Period 15 <sup>th</sup> October-15 <sup>th</sup> December
A GRAZ02	Online Application is closed on 1 June TU Graz needs to receive the signed & complete application package by 1 May (students who need a visa) 15 June (students who do not need a visa)	Online Application is closed on 1 November TU Graz needs to receive the signed & complete application package by 1 October (students who need a visa) 15 November (students who do not need a visa)

### TR ISTANBU07

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.

### A GRAZ02:

2. The receiving institution will send its decision within 4 – 5 weeks after the application deadlines.
3. After the students have completed their last exam/ examination requirements (e.g. term paper), the transcript of transcript will be issued within approximately 5 weeks.

### 4. Termination of the agreement

*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

#### **TR ISTANBU07:**

<http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading>

## A GRAZ02:

### Austrian Grading Scale

Grade	Definition
1	EXCELLENT: outstanding performance
2	GOOD: above the average standard but with some errors
3	SATISFACTORY: generally sound work with a number of notable errors
4	SUFFICIENT: performance meets the minimum criteria
5	UNSATISFACTORY: Substantial improvement necessary; requirement of further work

#### Overall classification of the qualification:

"mit Auszeichnung bestanden"	Pass with Distinction (in case of excellent performance)
"bestanden"	Pass (in case of positive assessment)
"nicht bestanden"	Fail (in case of negative assessment)

## 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
TR ISTANBU07	incoming@yildiz.edu.tr	<a href="http://www.konsolosluk.gov.tr/tr/en/start.aspx">http://www.konsolosluk.gov.tr/tr/en/start.aspx</a>
A GRAZ02	Gitte Cerjak (Incoming Students) +43 316 873 6422 <a href="mailto:gitte.cerjak@tugraz.at">gitte.cerjak@tugraz.at</a>  Birgit Jeitler (Outgoing Students) +43 316 873 6420 <a href="mailto:birgit.jeitler@tugraz.at">birgit.jeitler@tugraz.at</a>	<a href="http://www.tugraz.at/international/">http://www.tugraz.at/international/</a> <a href="http://www.oead.at/welcome%20to%20austria/EN/">http://www.oead.at/welcome to austria/EN/</a> <a href="http://www.bmeia.gv.at/">http://www.bmeia.gv.at/</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
TR ISTANBU07	incoming@yildiz.edu.tr	<a href="http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749">http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749</a>
A GRAZ02	Gitte Cerjak (Incoming Students) +43 316 873 6422 <a href="mailto:gitte.cerjak@tugraz.at">gitte.cerjak@tugraz.at</a>  Birgit Jeitler (Outgoing Students) +43 316 873 6420 <a href="mailto:birgit.jeitler@tugraz.at">birgit.jeitler@tugraz.at</a>	<a href="http://www.tugraz.at/international/">http://www.tugraz.at/international/</a> <a href="http://www.oeh.ac.at/studierenleben/studieren/oeh-versicherung/">http://www.oeh.ac.at/studierenleben/studieren/oeh-versicherung/</a> <a href="http://www.stgk.at">http://www.stgk.at</a> <a href="http://www.oead.at/welcome%20to%20austria/EN/">http://www.oead.at/welcome to austria/EN/</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
TR ISTANBU07	incoming@yildiz.edu.tr	<a href="http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation">http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation</a>
A GRAZ02	Gitte Cerjak +43 316 873 6422 <a href="mailto:gitte.cerjak@tugraz.at">gitte.cerjak@tugraz.at</a>  OeAD Housing Office +43 316 950 200 9001 <a href="mailto:housing-graz@oead.at">housing-graz@oead.at</a>	<a href="http://www.tugraz.at/international/">http://www.tugraz.at/international/</a>  <a href="http://www.housing.oead.at/graz_e/kontakt.asp">http://www.housing.oead.at/graz_e/kontakt.asp</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
TR ISTANBU07	<b>Assoc.Prof.Dr. Bayram Ali ERSOY</b> <i>Institutional Erasmus Coordinator</i>	21 MAY 2014	<b>YILDIZ TECHNICAL UNIVERSITY</b>  YILDIZ TECHNICAL UNIVERSITY since 1911 EU OFFICE
A GRAZ 02	<b>Prof. Dr. Harald KAINZ</b> <i>Rector</i>	11.2.2014	<b>GRAZ UNIVERSITY OF TECHNOLOGY</b>   Technische Universität Graz TU Graz Der Rektor

<sup>2</sup> Scanned signatures are accepted