




Erasmus+ Programme, Inter-institutional agreement 2014-2021
between programme countries. Key Action 1
Mobility for learners and staff – Higher Education, Student and Staff Mobility

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)
Yildiz Technical University	TR ISTANBU07	Institutional: Assoc. Prof. Dr. Bayram Ali Ersoy (Institutional Erasmus Coordinator) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/
		Departmental: Hande Ersoz Demirdag - Ayse Ayhan Phone: +902123834393-94 e-mail: handeersoz2003@yahoo.com ayseayhan@yahoo.com	http://www.bde.yildiz.edu.tr/ 
Università del Salento	I LECCE01	Institutional: Dr. Selene Mangialardo Head of the Student Mobility Office selene.mangialardo@unisalento.it	http://www.unisalento.it/web/guest/facolta
		Administrative contact: Kelly Serbeti programm.eropei@unisalento.it kelly.serbeti@unisalento.it Tel. +39 0832 293561	http://unisalento.it/pmanager.it/studenti/
		Departmental: Pof. Rosita D'Amora Facoltà di Lettere e Filosofia, Lingue, Beni Culturali e-mail: rosita.damora@unisalento.it	

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 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
					<i>[total number of months of the study periods or average duration*]</i>	
TR ISTANBU07	I LECCE01	223	Translation and Interpreting	1st 2nd 3rd	3 students X 12 months	Only by individual agreement
I LECCE01	TR ISTANBU07	223	Translation and Interpreting	1st 2nd 3rd	3 students X 12 months	Only by individual agreement

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	Staff Mobility for Training
				<i>[total number of days of teaching periods or average duration*]</i>	
TR ISTANBU07	I LECCE01	223	Translation and Interpreting	2 X 2 weeks, 5 hours	2 X 2 weeks, 10 hours
I LECCE01	TR ISTANBU07	223	Translation and Interpreting	2 X 2 weeks, 5 hours	2 X 2 weeks, 10 hours

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 ¹	
				Student Mobility for Studies	Staff Mobility for Teaching
TR ISTANBU07		French	English	B1	C1
I LECCE01		Italian		B1*	B2

(*) Is not required any specific language level but the selected students must have the necessary level to be able to attend lessons and sit exams.

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:

I LECCE01:

Incoming international staff members should apply for visits to the departmental coordinators of the respective faculty with copy sent to the Student Mobility Office (selene.mangialardo@unisalento.it) of the University of Salento.

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Student Mobility Office: international.mobility@unisalento.it

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 th May-15 th July	Online Application Period 15 th October-15 th December
I LECCE01	June 30 th	October 31 st

2. The receiving institution will send its decision within **5 weeks**.
3. 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. [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."

¹ 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>

F. Information

1. Grading systems of the institutions

TR ISTANBU07:

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

I LECCE01:

<http://unisaento.ilpmanager.it/studenti/>
http://www.unisaento.it/web/guest/studies_abroad

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	http://www.konsolosluk.gov.tr/tr/en/start.aspx
I LECCE01	Monica Bettassa monica.bettassa@unisaento.it	https://www.internazionalizzazione.unisaento.it/student visa

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	http://www.sgk.gov.tr/wps/portal/en?CSRI=15758577449206954749
I LECCE01	international.mobility@unisaento.it	http://unisaento.ilpmanager.it/incoming/documenti/insurance.pdf

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	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation

I LECCE01	Monica Bettassa monica.bettassa@unisalento.it Phone: +39 0832 293282 Fax: +39 0832 293369	http://unisalento.lipmanager.it/student/
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature ²
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>		 
I LECCE01	Prof. Vincenzo Zara <i>Rector</i>		 

² Scanned signatures are accepted