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)
Yıldız 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 **Departmental:** Assoc. Prof. Ugur Savas Selamogullari Yildiz Technical University Electrical Engineering Department 34220 Istanbul Turkey Phone: 90 212 383 5820 Fax: 90 212 383 58 58 E-mail: selam@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/
University of Ruse	BG ROUSSE01	**Institutional:** Assoc. Prof. PhD Juliana Popova jppopova@uni-ruse.bg; Tel.: +359 82 888 255 **Departmental:** Prof. PhD Antoaneta Dobreva adobreva@uni-ruse.bg; Tel.: 00359 887 746 311 Mariya Popova: mgpopova@uni-ruse.bg; Tel.: 00359 82 888348	http://www.uni-ruse.bg/index_en.php http://erasmus.uni-ruse.bg/en/

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, 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
TR ISTANBU07	BG ROUSSE01	6.0(071)	Engineering and Technology	1st, 2nd, 3rd	2 students x 5 months	-
BG ROUSSE01	TR ISTANBU07	6.0(071)	Engineering and Technology	1st, 2nd, 3rd	2 students x 5 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	BG ROUSSE01	6.0(071)	Engineering and Technology	1 staff x 1 week	-
TR ISTANBU07	BG ROUSSE01	99	Other areas of study		2*7=14 days
BG ROUSSE01	TR ISTANBU07	6.0(071)	Engineering and Technology	1 staff x 1 week	-
BG ROUSSE01	TR ISTANBU07	99	Other areas of study		2*7=14 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[1]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07		English		B1	B2
BG ROUSSE01		Bulgarian	English (selected courses)	B1	B2

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: Enrolment only if 30 ECTS per semester.
BG ROUSSE01: University of Ruse has suitable facilities for disabled persons.

---

[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

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 15th May - 15th July	Online Application Period 15th October - 15th December
BG ROUSSE01	Application deadline: ** 30 June	Application deadline: ** 30 November

[** those deadlines are preferable when the students need help from the University of Ruse for accommodation at the University campus]

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. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]
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. 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."]

F. Information

1. Grading systems of the institutions

TR ISTANBU07: http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading

BG ROUSSE01:

Local grade	ECTS grade
6 (excellent)	A
5 (very good)	B
4 (good)	C
3 (fair)	D
2 (poor)	FX
No attendance	F
No exam	F

The transcripts of records obtained reflect the name of the subjects in English, the ECTS grades and local grades.

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
BG ROUSSE01	dgeorgieva@uni-ruse.bg tel./fax: +359 82 888 650	http://www.mfa.bg/en/pages/109/index.html

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?CSRT=15758577 449206964749
BG ROUSSE01	dgeorgieva@uni-ruse.bg; tel./fax: +359 82 888 650	Insurance cover is not automatically provided. http://erasmus.uni-ruse.bg/en

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
BG ROUSSE01	dgeorgieva@uni-ruse.bg tel./fax: +359 82 888 650	http://erasmus.uni-ruse.bg/en Students state their wish to be accommodated in the student dormitory in the Erasmus application form.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[2]
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy *Institutional Erasmus Coordinator*	30 MAY 2014	
BG ROUSSE01	Prof. DSc Hristo Beloev Rector	23.01.2014	

[2] Scanned signatures are accepted

4