|  |  |
| --- | --- |
|  | **C:\Users\USER\Desktop\yeniGYTElogo.png** |
| **Erasmus+ Programme** | | |

**Inter-institutional agreement 2014-2021**

**Higher Education Student and Staff Mobility**

**🠒 Key Action 1 - Mobility for learners and staff 🠀**

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)** |
| **Gebze Teknik Üniversitesi**  **Gebze Technical University**  www.gtu.edu.tr | **TR KOCAELI01** | **Asst. Prof. Dr. Işıl Kurnaz**  Erasmus Institutional Coordinator  ikurnaz@gtu.edu.tr; [erasmus@gtu.edu.tr](mailto:erasmus@gtu.edu.tr)  **Departmental Coordinator:**  … |
| (Partner HEI) |  |  |

**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 January in the preceding academic year.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FROM** | **TO** | ***Subject area code***  **ISCED** | ***Subject area name* ISCED** | ***Study cycle\**** | **Total Number of Student Mobility/Months** | |
| *SMS[[1]](#footnote-1)* | *SMT[[2]](#footnote-2)* |
| TR KOCAELI01 | (Partner HEI) | 071  Engineering and Engineering Trades | Education | 1st, 2nd, 3rd | 4x5 = 20 | 0/0 |
| (Partner HEI) | TR KOCAELI01 | 071  Engineering and Engineering Trades | Education | 1st, 2nd, 3rd | 4x5 = 20 | 0/0 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FROM** | **TO** | ***Subject area code***  **ISCED** | ***Subject area name***  **ISCED** | **Total Number of Staff Mobility/Days** | |
| **STA[[3]](#footnote-3)** | **STT[[4]](#footnote-4)** |
| TR KOCAELI01 | (Partner HEI) | 071  Engineering and Engineering Trades | Education | 1x5 | 1x5 |
| (Partner HEI) | TR KOCAELI01 | 071  Engineering and Engineering Trades | Education | 1x5 | 1x5 |

**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\*** | ***Optional: Subject area*** | **Language of instruc­tion 1** | **Language of instruc­tion 2** | **Recommended language of instruction level[[5]](#footnote-5)** | |
| Student Mobility for Studies | Staff Mobility for Teaching & Training |
| TR KOCAELI01 |  | English | Turkish | B1 | B2 |
| (Partner HEI) |  | English |  | B1 | B2 |

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

**D. Calendar**

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

|  |  |  |
| --- | --- | --- |
| **Receiving institution** | **Autumn term\*** | **Spring term\*** |
| TR KOCAELI01 | June 15th | November 15st |
| (Partner HEI) |  |  |

*\* to be adapted in case of a trimester system*

2. The receiving institution will send its decision within 6 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.

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 2014 will only take effect as of 1 September 2015. 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 KOCAELI01:

|  |  |  |  |
| --- | --- | --- | --- |
| **Grading System** | TR KOCAELI01  Local Grade ECTS Grade | |  |
| AA  BA  BB  CB  CC | A  B  C  D  E |  |
| DC  DD | FX |
| FD  FF | FF |
| VF/NA | No Attendance |

(Partner HEI):

**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 KOCAELI01 | [erasmus@gtu.edu.tr](mailto:erasmus@gyte.edu.tr)  +90 262 605 1577-78 | [http://www.gtu.edu.tr/erasmus](http://www.gyte.edu.tr/erasmus) |
| (Partner HEI) |  |  |

**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 KOCAELI01 | [erasmus@gtu.edu.tr](mailto:erasmus@gyte.edu.tr)  +90 262 605 1577-78 | [http://www.gtu.edu.tr/erasmus](http://www.gyte.edu.tr/erasmus) |
| (Partner HEI) |  |  |

**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 KOCAELI01 | [erasmus@gtu.edu.tr](mailto:erasmus@gyte.edu.tr)  +90 262 605 1577-78 | [http://www.gtu.edu.tr/erasmus](http://www.gyte.edu.tr/erasmus) |
| (Partner HEI) |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution** | **Name, function** | **Date** | **Signature[[6]](#footnote-6)** |
| TR KOCAELI01 | Prof. Dr. Haluk GÖRGÜN  Rector |  |  |
| (Partner HEI) |  |  |  |

1. Student Mobility for Studies [↑](#footnote-ref-1)
2. Student Mobility for Traineeship

   \* 1st =Bachelor, 2nd =Master, 3rd =doctoral [↑](#footnote-ref-2)
3. Staff Mobility for Teaching [↑](#footnote-ref-3)
4. Staff Mobility for Training [↑](#footnote-ref-4)
5. 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> [↑](#footnote-ref-5)
6. Scanned signatures are accepted [↑](#footnote-ref-6)