Erasmus+ Programme

Inter-institutional agreement 2018-2021

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 (e-mail, phone)	Website (eg. of the course catalogue)
Gebze Teknik Üniversitesi **(Gebze Technical University)** www.gtu.edu.tr	**TR KOCAELI01**	**Erasmus Office:** **Administrative contact:** Tel: 90 2626051577-78 Fax: 90 262 6538494 Mail Address: **erasmus@gtu.edu.tr** **Institutional Coordinator:** Mevlüdiye GÜZEL Cumhuriyet Mah. 2254. Sk. No.2 41400 Gebze /KOCAELİ	www.gtu.edu.tr http://anibal.gyte.edu.tr/ects/?dil=en
Université de Haute –Alsace	**F MULHOUS01**	**Erasmus Institutional Coordinator** : Nadia BENOUAMER , Erasmus + Office , 2 rue Alfred Werner , 68093 Mulhouse cedex Nadia.benouamer@uha.fr **Departmental Coordinator :** Jean-philippe Lauffenburger Jean-philippe.lauffenburger@uha.fr Jonathan Weber Jonathan.weber@uha.fr	www.international.uha.fr

B. Mobility numbers[1] 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 [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]* *2	Student mobility			
					For study		For traineeship	
					Student number	*Months [sum]*	*Student number*	*Months [sum]*
TR KOCAELI01	FMULHOUS01	0610	Information and Communication Technologies	1st 2nd&3rd	2 2	2x6=12 2x6=12	2	2x3=6
		0714	Electronics and Automation	1st 2nd&3rd	2 2	2x6=12 2x6=12	2	2x3=6
		0715	Mechanical Engineering	1st 2nd&3rd	2 2	2x6=12 2x6=12	2	2x3=6
		0722	Materials	1st 2nd&3rd	2 2	2x6=12 2x6=12	2	2x3=6
FMULHOUS01	**TR KOCAELI01**	0610	Information and Communication Technologies	1st 2nd&3rd	2 2	2x6=12 2x6=12	2	2x3=6
		0714	Electronics and Automation	1st 2nd&3rd	2 2	2x6=12 2x6=12	2	2x3=6
		0715	Mechanical Engineering	1st 2nd&3rd	2 2	2x6=12 2x6=12	2	2x3=6
		0722	Materials	1st 2nd&3rd	2 2	2x6=12 2x6=12	2	2x3=6

[1] Mobility numbers can be given per sending/receiving institutions *and per education field (optional*: http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx)*

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	*Subject area code* * [ISCED]	*Subject area name**	Staff mobility			
				For teaching		For training	
				Staff number	*Teaching hours*	*Staff number*	*Working days*
TR KOCAELI01	FMULHOUS01	0610	Information and Communication Technologies	1	8	1	15
		0714	Electronics and Automation	1	8	1	15
		0715	Mechanical Engineering	1	8	1	15
		0722	Materials	1	8	1	15
FMULHOUS01	**TR KOCAELI01**	0610	Information and Communication Technologies	1	8	1	15
		0714	Electronics and Automation	1	8	1	15
		0715	Mechanical Engineering	1	8	1	15
		0722	Materials	1	8	1	15

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 [ISCED code]*	Student mobility						Staff mobility	
		Language of instruction 1			Language of instruction 2			Language for teaching or training	
		Name	*Minimum recommended level*	*Certification*	*Name*	*Minimum recommended level*	*Certification*	*Name*	*Minimum recommended level*
TR KOCAELI01		English	B1	No	Turkish	B1	No	English	B2
FMULHOUS01		English	B1		French	B1		English	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

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 KOCAELI01	15th June	15th November
FMULHOUS01	15th June	15th November

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:

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

F MULHOUS01

ECTS grade	Local grade	Description of the local grade
A	10	Very good
B	9	Better than good
C	8	Good
D	7, 6	Better than satisfactory
E	5	Satisfactory
FX/F	4 and below	Unsatisfactory (Fail)

In our university 1 full academic year = 60 credits

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 (e-mail, phone)	Website for information
TR KOCAELI01:	erasmus@gtu.edu.tr +90 262 605 1577-78	http://www.gtu.edu.tr/kategori/909/0/display.aspx?languageId=1
FMULHOUS01	international@uha.fr	www.international.uha.fr

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 KOCAELI01:	erasmus@gtu.edu.tr +90 262 605 1577-78	http://www.gtu.edu.tr/kategori/909/0/display.aspx?languageId=1
FMULHOUS01	international@uha.fr	www.international.uha.fr

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 +90 262 605 1577-78	http://www.gtu.edu.tr/kategori/909/0/display.aspx?languageId=1
FMULHOUS01	international@uha.fr	www.international.uha.fr

G. SIGNATURES OF THE INSTITUTIONS

Institution [Erasmus code]	Name, function	Date	Signature[3]
TR KOCAELI01	Prof. Dr. Muhammed Hasan ASLAN Rector	12/12/2018	
FMULHOUS 01	Institutionnal Coordinator : Nadia BENOUAMER	10/12/2018	

[3] Scanned signatures are accepted