



# Erasmus+ Programme

## Key Action 1



- Mobility for learners and staff -  
Higher Education Student and Staff Mobility  
**Inter-institutional<sup>1</sup> agreement 2014-20[21]<sup>2</sup>**  
between programme countries  
[Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (e.g. of the course catalogue)
<b>Istanbul Kültür University</b>	TR ISTANBU19	<b>Burcu Atalay-Emre, M.A.</b> Erasmus Institutional Coordinator <a href="mailto:b.atalay@iku.edu.tr">b.atalay@iku.edu.tr</a> , <a href="mailto:eic@iku.edu.tr">eic@iku.edu.tr</a> European and International Center, Ataköy Campus, D-100 Yanyol, Bakırköy, 34156, Istanbul.  <b>Staff:</b> <a href="mailto:staffmobil-eic@iku.edu.tr">staffmobil-eic@iku.edu.tr</a>	Istanbul Kültür University <a href="http://www.iku.edu.tr/ENG">http://www.iku.edu.tr/ENG</a>  European and International Center <a href="http://www.iku.edu.tr/eic">www.iku.edu.tr/eic</a>
<b>Université Catholique de Lille</b>	F LILLE11	Ms. Annie-Claude Guiset Erasmus + Institutional Coordinator Phone: +33 3 59 56 69 96 - Fax: +33 3 59 56 69 99 - Email: <a href="mailto:annie-claude.guiset@univ-catholille.fr">annie-claude.guiset@univ-catholille.fr</a>  Ms. Audrey Vanpeperstraete Central management of the ERASMUS+ programme Contact person for Erasmus Bilateral Agreements Phone: +33 3 59 56 69 93 - Fax: +33 3 59 56 69 99 - Email: <a href="mailto:erasmus@univ-catholille.fr">erasmus@univ-catholille.fr</a>	<a href="http://www.univ-catholille.fr">http://www.univ-catholille.fr</a>  <a href="http://www.univ-catholille.fr/our-academic-departements/search-course.asp">http://www.univ-catholille.fr/our-academic-departements/search-course.asp</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education institutions

<sup>2</sup> Higher Education institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>5</sup> 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 *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
F LILLE11	TR ISTANBU19	0313	Psychology	2 x 1 week	TBD
TR ISTANBU19	F LILLE11	0313	Psychology	2 x 1 week	TBD

[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

## 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>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU19		Turkish	English	B2 (English)	N/A
F LILLE11		See annex attached			

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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff. Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

TR ISTANBU19 is able to receive students and staff with disabilities. This can be discussed before each nomination.

F LILLE11: see annex attached

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
TR ISTANBU19	Prof. Dr. Sermin ÖRNEKTEKİN, Vice Rector and Head of International Relations	06/07/2015	
F LILLE11	Ms. Annie-Claude Guiset Erasmus + Institutional Coordinator	11/02/2015	

<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional) with at least 8 hours of teaching  
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

<sup>6</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>

<sup>7</sup> Scanned signatures are accepted



## Annex to Erasmus+ Inter-Institutional Agreement Institutional Factsheet

This document gathers general information on Université Catholique de Lille. This document will be supplemented by the Erasmus annex of our departments with information related to their specific department and the concerned academic year (eg application deadline, language requirements...).

### 1. Institutional Information

#### 1.1. Institutional details

Name of the institution	Université Catholique de Lille
Erasmus Code	F LILLE11
ECHE Nr.	28677
Institution website	<a href="http://www.univ-catholille.fr">http://www.univ-catholille.fr</a>
Online course catalogue	<a href="http://www.univ-catholille.fr/our-academic-departements/search-course.asp">http://www.univ-catholille.fr/our-academic-departements/search-course.asp</a>

#### 1.2. Main contacts

Contact person	Ms. Annie-Claude Guiset
Responsibility	Erasmus + Institutional Coordinator
Contact details	Phone: +33 3 59 56 69 96 - Fax: +33 3 59 56 69 99 - Email: <a href="mailto:annie-claude.guiset@univ-catholille.fr">annie-claude.guiset@univ-catholille.fr</a>

Contact person	Ms. Audrey Vanpeperstraete
Responsibility	Central management of the ERASMUS+ programme Contact person for Erasmus Bilateral Agreements
Contact details	Phone: +33 3 59 56 69 93 - Fax: +33 3 59 56 69 99 - Email: <a href="mailto:erasmus@univ-catholille.fr">erasmus@univ-catholille.fr</a>

Contact person	Ms. Céline Marcorelli
Responsibility	Contact person for Erasmus + partners (circulation on UCL campus for nomination procedure, application deadlines, staff changes...)
Contact details	Phone: +33 3 59 56 79 13 - Fax: +33 3 59 56 69 99 - Email: <a href="mailto:erasmus@univ-catholille.fr">erasmus@univ-catholille.fr</a>

## 2. Detailed requirements and additional information

### 2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	Any	French or English	<i>[Minimum recommended level: B1 or B2 depending on the departments.] Exceptions to this will be notified by the relevant Departments. Please refer to the Partner Information Documents sent by our Departmental Coordinators.</i>
Staff Mobility for Teaching	Any	French or English	<i>[Minimum recommended level: B2] Exceptions to this will be notified by the relevant Departments. Please refer to the Partner Information sent by our departmental coordinators.</i>

\* Level according to Common European Framework of Reference for Languages (CEFR), see

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

For more details on the language of instruction recommendations, please refer to our course catalogue.

### 2.2. Additional requirements

Other requirements may be added by the departmental coordinators on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff. Please refer to the Partner Information Document sent to you by our Departmental coordinators.

Our institution has the infrastructure to welcome students and staff with disabilities. Departmental Coordinators should be informed at the time of application.

### 2.3. Calendar

#### 2.3.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term	May 15th
Spring term	October 15th

Changes may occur depending on the academic calendar. These will be notified by the relevant Departments. Please refer to the Partner Information Documents sent by our Departmental Coordinators.

#### 2.3.2. Decision Response

We will send our decision within 6 weeks.

#### 2.3.3. Transcripts of Records

A Transcript of Records will be issued no later than 5 to 6 weeks after the assessment period has finished at our institution.

#### 2.3.4. 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."

### 3. Additional information

#### 3.1. Grading system

Grading scale goes from 0 to 20.

Due to the specificity of their study areas, some of our departments have their own Grading System.

Please refer on our website for more information: <http://www.univ-catholille.fr/our-academic-departements/grading-scale.asp>

#### 3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by our Departmental Coordinators, whose list is at the end of this annex.

Information on Visa can be found on our website:

<http://www.univ-catholille.fr/international-students/studying-france.asp>

#### 3.3. Insurance

Insurance cover is mandatory before a stay in our institution but is not automatically provided.

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education. Assistance will be provided by the Departmental Coordinators, whose list is at the end of this annex.

Information can be found on our website:

<http://www.univ-catholille.fr/international-students/studying-france.asp>

#### 3.4. Housing

Our institution will guide incoming student/staff in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by our Departmental Coordinators, whose list is at the end of this annex.

Information on Housing can be found on our website:

<http://www.univ-catholille.fr/international-students/studying-france.asp>

#### 3.5. Key Data and List of Departmental Coordinators

Head of the institution	Mr Pierre Giorgini, Rector-President
Mailing Address	Universite Catholique de Lille 60 boulevard Vauban CS 40109 59016 LILLE CEDEX - FRANCE

See page 4 for the list of our Erasmus Departmental Coordinators.

## Faculties and Departmental Coordinators

### LAW, ECONOMICS AND MANAGEMENT

Faculté Libre de Droit (FLD) Faculty of Law	Isabelle Minez <a href="mailto:Isabelle.minez@univ-catholille.fr">Isabelle.minez@univ-catholille.fr</a>
ESPOL European Law and Political Sciences	Giulia Sandri <a href="mailto:Giulia.SANDRI@univ-catholille.fr">Giulia.SANDRI@univ-catholille.fr</a>
Faculté de Gestion, Economie & Sciences (FGES) Faculty of Management Economics and Sciences	Celine Blondeau <a href="mailto:celine.blondeau@icl-lille.fr">celine.blondeau@icl-lille.fr</a> Isabelle Vitte (incoming students) <a href="mailto:isabelle.vitte@icl-lille.fr">isabelle.vitte@icl-lille.fr</a>
ESPAS ESTICE International Business School	Amelia Kyriakakis <a href="mailto:amelia.kyriakakis@univ-catholille.fr">amelia.kyriakakis@univ-catholille.fr</a>
IESEG School of Management	Pascal Ameye <a href="mailto:p.ameye@ieseg.fr">p.ameye@ieseg.fr</a>

### ARTS, HUMANITIES, THEOLOGY AND ETHICS

Faculté Libre des Lettres et Sciences Humaines (FLSH) Faculty of Arts and Humanities	Florentina Rodrigo (for Spain) <a href="mailto:florentina.rodrigo@icl-lille.fr">florentina.rodrigo@icl-lille.fr</a> Dorothea Gassenmeyer (for Austria, Germany, Belgium and Italy) <a href="mailto:dorothea.gassenmeyer@icl-lille.fr">dorothea.gassenmeyer@icl-lille.fr</a> Suzanne Bray (for other European countries) <a href="mailto:suzanne.bray@icl-lille.fr">suzanne.bray@icl-lille.fr</a>
ICL-Clarife Centre of Languages and Intercultural Communication	Susan Mc Gregor <a href="mailto:susan.mcgregor@univ-catholille.fr">susan.mcgregor@univ-catholille.fr</a>
Faculté de Théologie Faculty of Theology	Patricia Legrand <a href="mailto:patricia.legrand@icl-lille.fr">patricia.legrand@icl-lille.fr</a>
Département d'Ethique Ethics Department	Bénédicte Parée <a href="mailto:benedicte.paree@univ-catholille.fr">benedicte.paree@univ-catholille.fr</a>
ISTC School of Communication	Julie Navalkar <a href="mailto:julie.navalkar@istc.fr">julie.navalkar@istc.fr</a>

### HEALTH AND SOCIAL WORK

Faculté de Médecine & Maïeutique(FMM) Faculty of Medicine	Olivier Bodart <a href="mailto:olivier.bodart@icl-lille.fr">olivier.bodart@icl-lille.fr</a>
Ecole de Sages-Femmes (ESF) Midwifery School	Christiane Roux <a href="mailto:christiane.roux@icl-lille.fr">christiane.roux@icl-lille.fr</a>
Institut de Formation en Soins Infirmiers (IFSI) Nursing School	Bernadette Miroux <a href="mailto:b.miroux@ifsante.fr">b.miroux@ifsante.fr</a>
Institut Social de Lille (ISL) School of Social Work	Estelle Soudant <a href="mailto:estelle.soudant@institut-social-lille.fr">estelle.soudant@institut-social-lille.fr</a>

### SCIENCE AND ENGINEERING

Faculté de Gestion, Economie & Sciences (FGES) Faculty of Management Economics and Sciences	Celine Blondeau <a href="mailto:celine.blondeau@icl-lille.fr">celine.blondeau@icl-lille.fr</a> Isabelle Vitte (incoming students) <a href="mailto:isabelle.vitte@icl-lille.fr">isabelle.vitte@icl-lille.fr</a>
Hautes Etudes d'Ingénieur (HEI) School of Engineering	Anne Lacour <a href="mailto:anne.lacour@hei.fr">anne.lacour@hei.fr</a>
ISEN School of Computer Science and Electronics	Evelyne Litton <a href="mailto:evelyne.litton@isen.fr">evelyne.litton@isen.fr</a>