Erasmus+ Programme

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional[1] agreement 2014-20[21][2]
between programme countries

[Minimum requirements][3]

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[4] (email, phone)	Website (eg. of the course catalogue)
Fontys University of Applied Sciences Fontys University ICT College/Fontys University Engineering College	NL EINDHOV03	Ellen de Croon e.decroon@fontys.nl Phone: +31 885078127	www.fontys.edu
Istanbul Kültür University	TR ISTANBU19	**Burcu Atalay-Emre, M.A.** b.atalay@iku.edu.tr, eic@iku.edu.tr European and International Center, Ataköy Campus, D-100 Yanyol, Bakırköy, 34156, Istanbul. **Agreements:** agreements-eic@iku.edu.tr **Outgoing:** eic-sts-out@iku.edu.tr **Staff:** staffmobil-eic@iku.edu.tr **Incomings:** eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic Course Catalogue: http://www.iku.edu.tr/EN/ects.php

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[1] Inter-institutional agreements can be signed by two or more higher education institutions

[2] Higher Education Institutions have to agree on the period of validity of this agreement

[3] Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

[4] Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers[5] 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 *
NL EINDHOV03	TR ISTANBU19	06	ICT	1st	3/ 15 (3x5)	-
		07	Engineering	1st	3/ 15 (3x5)	-
TR ISTANBU19	NL EINDHOV03	06	ICT	1st	3/ 15 (3x5)	-
		07	Engineering	1st	3/ 15 (3x5)	-

[*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.]

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 *
NL EINDHOV03	TR ISTANBU19	06	ICT	1/ 1 week	1 week
		07	Engineering	1/ 1 week	1 week
TR ISTANBU19	NL EINDHOV03	06	ICT	1/ 1 week	1 week
		07	Engineering	1/ 1 week	1 week

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[5] 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)

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[6]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
NL EINDHOV03	06 ICT 07 Engineering	English		C1	C1
TR ISTANBU19		Turkish	English	B2 (English)	N/A

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

Institutes of Fontys University of Applied Sciences are advised to use the internal Quality Frameworks jointly developed be several Fontys schools containing criteria on the quality of partnerships and the quality of incoming and outgoing students and staff: Quality Framework Partnerships, Quality Framework Student Mobility, Quality Framework Staff Mobility. The frameworks are available upon request.

TR ISTANBU 19 is able to receive students and staff with disabilities. This can be discussed before each nomination.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
Fontys University of Applied Sciences NL EINDHOV03	15 May	15 November
TR ISTANBU19	Application Deadline: June 15th	Application Deadline: November 15th

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[6] 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

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within [x] weeks.

3. A Transcript of Records will be issued by the receiving institution no later than [xx] 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."]

F. Information

1. Grading systems of the institutions

The European Credit Transfer System is the exclusive credit system at Fontys.
The content of the exchange programme along with the credits are laid down in the Learning Agreement. The period abroad is part of the curriculum and as such fully recognized. A Transcript of Records is being used as a compulsory tool.
Apart from these criteria, all Fontys Schools have explicit requirements regarding grades, motivation and competences the student must meet before he/she is allowed to study abroad. All students have a personal study career supervisor who helps them to follow the right procedures.

Istanbul Kültür University
http://www.iku.edu.tr/EN/ectsikuinfo.html#

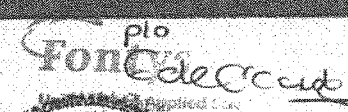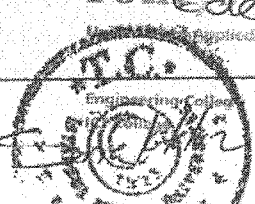|	Fontys University of Applied Sciences	Istanbul Kültür University
WWW for Incoming Students	www.fontys.edu	www.iku.edu.tr/eic-incomingsts
Housing[7]		www.iku.edu.tr/eic-incomingsts
Contact details	internationalstudents@fontys.nl tel. 0031 (0)8850 74033	eic-sts-in@iku.edu.tr
WWW Visa Information[8]	www.fontys.edu	www.iku.edu.tr/eic-visa

[7] The receiving institution will guide and help incoming mobile participants in finding accommodation, according to the requirements of the ECHE.
[8] 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 ECHE.

	internationalstudents@fontys.nl tel. 0031 (0)8850 74033	eic-sts-in@iku.edu.tr
Contact details		
WWW insurance information[9]	www.fontys.edu	www.iku.edu.tr/eic-incomingsts
Contact details	internationalstudents@fontys.nl tel. 0031 (0)8850 74033	eic-sts-in@iku.edu.tr
ECTS Users' Guide[10]		http://www.iku.edu.tr/EN/ectsikuinfo.html#

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[11]
Fontys University of Applied Sciences NL EINDHOV03	A.P.W. Vissers, Director ICT	10-03- 2014	
TR ISTANBU19	Prof. Dr. Sermin ÖRNEKTEKİN, Vice Rector and Head of International Relations	ЭГ.03.14	