

Erasmus+ Programme

Inter-institutional agreement 2014-20 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	Erasmus code	Contact details	Website
ISTANBUL KÜLTÜR UNIVERSITY	TR ISTANBU19	Burcu Atalay-Emre, M.A. Erasmus Institutional Coordinator 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 Outgoings: eic-sts-out@iku.edu.tr Incomings: eic-sts-in@iku.edu.tr Staff: staffmobil-eic@iku.edu.tr	Istanbul Kültür University http://www.iku.edu.tr/ENG European and International Center www.iku.edu.tr/eic ECTS Information Package http://www.iku.edu.tr/EN/ects.php
IBS International Business School - Budapest	HU BUDAPES41	Institutional Coordinator: Dr. Ránki, Zsuzsanna zsranki@ibs-b.hu Erasmus Coordinator: Dombora, Etelka 1021 Budapest, Tárogató út 2-4, Hungary Ph.: +361 391 2593 Fax: +361 391 2539 edombora@ibs-b.hu	www.ibs-b.hu Please note that IBS is moving to a new location in July 2014, the new address/data will be confirmed later

Mobility numbers¹ per 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, 1 st , 2 nd or 3 rd] *	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 ISTANBU19	HU BUDAPES41	041	Business and Administration (others)	1 st (BA)	1 x 5 months	N/A
		021	Arts Management	1 st (BA)	1 x 5 months	N/A
HU BUDAPES41	TR ISTANBU19	041	Business and Administration (others)	1 st (BA)	1 x 5 months	N/A
		021	Arts Management	1 st (BA)	1 x 5 months	N/A

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 ISTANBU19	HU BUDAPES41			To be established	
HU BUDAPES41	TR ISTANBU19			To be established	

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>)

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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU19	041/021	Turkish	English	B2	B2
HU BUDAPES41	041/021	English	English	B2	B2

D. Additional requirements

TR ISTANBU19:

IBS - Budapest: Information for students with disabilities is available at:

<http://web.ibs-b.hu/data/upload/file/batvsz-fogykieg-en.pdf>

http://web.ibs-b.hu/incoming_students

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D KASSEL01	June 15th	November 15th
HU BUDAPES41	May 15 th	October 15 th

2. **TR ISTANBU19:** will send its decision within 5 weeks.

IBS - Budapest will send its decision within 5 weeks.

² 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>

3. TR ISTANBU19: A Transcript of Records will be issued in the middle of March (for exchange in autumn semester) and at the middle of August (for exchange in spring semester).

IBS - Budapest: A Transcript of Records will be issued in the middle of March (for exchange in autumn semester) and at the middle of August (for exchange in spring semester).

4. Termination of the agreement.

The present Bilateral Agreement will be valid for the academic years mentioned above unless either side terminates the present Agreement in writing by June 1st of the year prior to the academic year concerned. 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 ISTANBU19: <http://www.iku.edu.tr/EN/ectsikuinfo.html#>

IBS Budapest: http://web.ibs-b.hu/incoming_students

The marking system of our School in line with the British marking tradition

ECTS grade:	IBS grade (= British system):
A Excellent	= 70%-
B Very Good	= 60%-69%
C Good	= 55%-59%
D Satisfactory	= 47%-54%
E Sufficient	= 40%-46%
F Fail	= - 39%

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 ISTANBU19	eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic-incomingsts
HU BUDAPES41	Szabó Gabriella gaszabo@ibs-b.hu +361 391 2551	http://web.ibs-b.hu/entering_hungary http://web.ibs-b.hu/arrival_ibs

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 ISTANBU19	eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic-incomingsts
HU BUDAPE41	Szabó Gabriella gaszabo@ibs-b.hu +361 391 2551	http://web.ibs-b.hu/arrival_ibs

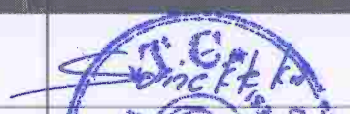
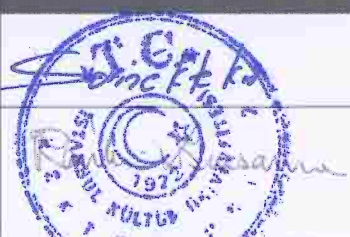
4. Housing

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 ISTANBU19	eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic-incomingsts
HU BUDAPE41	Mária Ortiz osm@ibs-b.hu	Questions concerning the Residence Hall should be e-mailed to this address, as IBS is moving it is going to change

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
TR ISTANBU19	Prof. Dr. Sermin ÖRNEKTEKİN, Vice Rector and Head of International Relations		
HU BUDAPE41	Dr. Ránki, Zsuzsanna Head of Business Network Centre	12.12.2013	

³ Scanned signatures are accepted

