



# Erasmus+ Programme

Key Action 1  
– Mobility for learners and staff –  
Higher Education Student and Staff Mobility

## Inter-institutional agreement 2016/2017- 2020/2021 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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)	Coordinating institution
Universiteit Hasselt Hasselt University  (UHasselt)	B DIEPENB01	Martelarenlaan 42 3500 Hasselt Belgium  <i>Institutional coordinator:</i> Ms. Liesbeth Oeyen <a href="mailto:liesbeth.oeyen@uhasselt.be">liesbeth.oeyen@uhasselt.be</a> +32 11 26 80 66  <i>Departmental coordinator:</i> Architecture Dr. Els Hannes <a href="mailto:Els.hannes@uhasselt.be">Els.hannes@uhasselt.be</a> +32 11 29 21 06	<a href="http://www.uhasselt.be/exchange">www.uhasselt.be/exchange</a>	Yes
Transnationale Universiteit Limburg  Transnational University Limburg (tUL)	B DIEPENB07	Same address and institutional coordinator UHasselt (B DIEPENB01)	<a href="http://www.uhasselt.be/exchange">www.uhasselt.be/exchange</a>	Coordination by Hasselt University (B DIEPENB01)
Istanbul Kültür University	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>		Istanbul Kultur University <a href="http://www.iku.edu.tr/ENG/">http://www.iku.edu.tr/ENG/</a>

		European and International Center, Ataköy Campus, D-100 Yanyol, Bakırköy, 34156, Istanbul <b>Agreements:</b> <a href="mailto:agreements-eic@iku.edu.tr">agreements-eic@iku.edu.tr</a> <b>Outgoings:</b> <a href="mailto:eic-sts-out@iku.edu.tr">eic-sts-out@iku.edu.tr</a> <b>Incomings:</b> <a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a> <b>Staff:</b> <a href="mailto:staffmobil-elc@iku.edu.tr">staffmobil-elc@iku.edu.tr</a> Departmental coordinator: Architecture Prof. dr. Elif Mihcioglu Bilgi <a href="mailto:e.mbilgi@iku.edu.tr">e.mbilgi@iku.edu.tr</a> +90 212 498 42 91		European and International Center <a href="http://www.iku.edu.tr/eic">http://www.iku.edu.tr/eic</a>  ECTS Information Package <a href="http://www.iku.edu.tr/EN/ects.php">http://www.iku.edu.tr/EN/ects.php</a>
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## 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 [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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods
					Student Mobility for Studies  [total number of months of the study periods or average duration]
B DIEPENB01	TR ISTANBU19	0731 0212	Architecture Interior Design	Bach (1 <sup>st</sup> ) Mas (2 <sup>nd</sup> )	6 (30 months)
TR ISTANBU19	B DIEPENB01	0731 0212	Architecture and Interior Design	Bach (1 <sup>st</sup> ) Mas (2 <sup>nd</sup> )	6 (30 months)

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  [min. number of teaching hours per week]	Staff Mobility for Training
B DIEPENB01	TR ISTANBU19	0731 0212	Architecture Interior Design	3 (2 weeks, min. 8 hours per week)	0
TR ISTANBU19	B DIEPENB01	0731 0212	Architecture Interior Design	3 (2 weeks, min. 8 hours per week)	0

## 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	
				Student Mobility for Studies	Staff Mobility for Teaching
B DIEPENB 01 B DIEPENB07	0731 0212	Dutch	English	B2	C1
TR ISTANBU19	0731 0212	Turkish	English	B2 (English)	N/A

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

#### D. Additional requirements

*Universiteit Hasselt (B DIEPENB01) and Transnationale Universiteit Limburg (B DIEPENB07) have the infrastructure to welcome students and staff with disabilities.*

*All incoming students have to register online ([www.uhasselt.be/applicationform](http://www.uhasselt.be/applicationform)). The deadline for the autumn term is 15<sup>th</sup> of July. The deadline for the spring term is 1<sup>st</sup> of December.*

*Istanbul Kültür University (TR ISTANBU19) 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]
B DIEPENB01 B DIEPENB07	15 <sup>th</sup> of May	15 <sup>th</sup> of October
TR ISTANBU19	15 <sup>th</sup> June	15 <sup>th</sup> December

2. The receiving institution will send its decision within 3 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

The above parties agree to co-operate in the activities shown below within the Erasmus+ programme. Both parties agree to abide by the principles and conditions set out in the Guidelines for Applicants and Erasmus Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation 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 20XX will only take effect as of 1 September 20XX+1.

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

More information on the grading system of Universiteit Hasselt (B DIEPENB01) and Transnationale Universiteit Limburg (B DIEPENB07) can be found online: [www.uhasselt.be/gradingsystem](http://www.uhasselt.be/gradingsystem). Furthermore, the transcript of records also includes a detailed description of the grading system.

**TR ISTANBU19:** ECTS Information <http://www.iku.edu.tr/EN/ectsikuinfo.html>

### 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
B DIEPENB01 B DIEPENB07	<a href="mailto:marc.thoelen@uhasselt.be">marc.thoelen@uhasselt.be</a>	<a href="http://www.uhasselt.be/Visa">www.uhasselt.be/Visa</a>
TR ISTANBU19	<a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html">http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html</a>

### 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
B DIEPENB01 B DIEPENB07	<a href="mailto:marc.thoelen@uhasselt.be">marc.thoelen@uhasselt.be</a>	<a href="http://www.uhasselt.be/medical-refund">www.uhasselt.be/medical-refund</a>
TR ISTANBU19	<a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html">http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html</a>



#### 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
B DIEPENB01 B DIEPENB07	<a href="mailto:marc.thoelen@uhasselt.be">marc.thoelen@uhasselt.be</a>	<a href="http://www.uhasselt.be/accommodation">www.uhasselt.be/accommodation</a>
TR ISTANBU19	<a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html">http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>1</sup>
B DIEPENB01 B DIEPENB07	Prof. dr. Jean-Michel Rigo Vice-rector Education	05/08 2015	
TR ISTANBU19	<b>Prof. Dr. Sermin Örnektekin</b> Vice Rector and Head of International Relations	17.8.15	

<sup>1</sup> Scanned signatures are accepted