



Erasmus+ Programme

Inter-institutional agreement 2014/15 - 2020/21



<p>Between</p> <p>Institutional coordinator</p> <p>Administrative contact</p>	<p>Universidad Alfonso X El Sabio</p> <p>Erasmus Code: E MADRID17 - ECHE Nr.: 30244-LA-1-2014-1-ES-E4AKA1-ECHE</p> <p>Iris Núñez Trébol, Institutional Coordinator</p> <p>Victoria G. Ramos, International Office</p> <p>Oficina de Relaciones Internacionales</p> <p>Av. De la Universidad, 1, 28691 Villanueva de la Cañada</p> <p>Phone: 34 91 810 97 00, Fax: 34 91 810 97 81</p> <p>Email: inter@uax.es</p>
<p>and</p> <p>Institutional coordinator</p> <p>Administrative contact</p>	<p>Istanbul Kültür Üniversitesi</p> <p>Erasmus Code: TR ISTANBU19 - ECHE Nr.:</p> <p>Burcu Atalay-Emre, M.A. e-mail: b.atalay@iku.edu.tr, eic@iku.edu.tr</p> <p>European and International Center, Ataköy Campus, D-100 Yanyol, Bakırköy, 34156, Istanbul.</p> <p><u>Agreements:</u> agreements-eic@iku.edu.tr</p> <p><u>Outgoing:</u> eic-sts-out@iku.edu.tr</p> <p><u>Staff:</u> staffmobil-eic@iku.edu.tr</p> <p><u>Incomings:</u> eic-sts-in@iku.edu.tr</p>

The institutions named above 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.

Mobility numbers: Student mobility for studies

Subject area	Study cycle	Direction	Number	Months (total)	Departmental Coordinators E MADRID17 / TR ISTANBU19
Political science and civics (313)		ES > TR	2	18	Isabel Alconero / Nazlı Çağın Bilgili
Political science and civics (313)		TR > ES	2	18	Isabel Alconero / Nazlı Çağın Bilgili
Mechanics and metal work (521)		ES > TR	2	18	Marian Simón / Gökhan Yazıcı
Mechanics and metal work (521)		TR > ES	2	18	Marian Simón / Gökhan Yazıcı
Building and civil engineering (582)		ES > TR	2	18	Marta Serrano / Filiz Avcı
Building and civil engineering (582)		TR > ES	2	18	Marta Serrano / Filiz Avcı

Mobility numbers: Staff mobility for teaching

Subject area	Direction	Number	Weeks (total)	Departmental Coordinators E MADRID17 / TR ISTANBU19
Mechanics and metal work (521)	ES > TR	1	1	Marian Simón / Filiz Avcı

The partners commit to amend the table above in case of changes in the mobility data by no later than the end of January in the preceding academic year.

Further requirements and information about this agreement are included in two "Institutional data sheets", one for each of the institutions. These two documents are enclosed as two annexes and are an integral and necessary part of this Agreement. Both institutions agree to send an update of these Institutional fact sheets to the other party if significant changes occur.

This Agreement is valid for the duration indicated above and may be updated or terminated by mutual agreement. In the event of unilateral termination, a notice of at least one academic year should be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

Signatures of the legal representatives/heads of institutions of both institutions

Universidad Alfonso X El Sabio
Name and position of the official representative:
Iris Núñez Trébol
Institutional Coordinator

Date: 16.01.2014

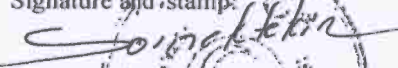
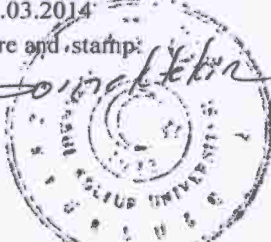
Signature and stamp:




Istanbul Kültür Üniversitesi
Name and position of the official representative:
Prof. Dr. Sermin ÖRNEKTEKİN
Vice Rector and Head of International Relations

Date: 31.03.2014

Signature and stamp:

Contact details of departmental coordinators

Field	SMS	SMP	STA	Departmental coordinator - E MADRID17	Departmental coordinator - TR ISTANBU19
313	X			Isabel Alconero, Coordinadora Internacional Facultad Lenguas Aplicadas Phone: 91 810 5010, Fax: Email: malcogut@uax.es	Nazlı Çağın Bilgili, Departmental Coordinator International Relations Department Phone: 0090 212 498 4162 Email: c.bilgili@iku.edu.tr
521	X			Marian Simón, Coordinadora Departamental Ingeniería Industrial Phone: 91810 9758, Fax: Email: asimorod@uax.es	Filiz Avcı, Departmental Coordinator Department of Industrial Engineering Phone: 0090 212 498 4241 Email: f.avci@iku.edu.tr
582	X			Marta Serrano, Coordinadora Internacional Phone: 5207, Fax: Email: mserrper@uax.es	Gökhan Yazıcı, Departmental Coordinator Department of Civil Engineering Phone: 0090 212 498 4264 Email: g.yazici@iku.edu.tr
521			X	Marian Simón, Coordinadora Departamental Ingeniería Industrial Phone: 91810 9758, Fax: Email: asimorod@uax.es	Filiz Avcı, Departmental Coordinator Department of Industrial Engineering Phone: 0090 212 498 4241 Email: f.avci@iku.edu.tr



Erasmus+ Programme

Annexes to Inter-institutional agreement (Sections A-B; G) 2014/2015-2020/2021

Institution: UNIVERSIDAD ALFONSO X EL SABIO

Country: Spain

Erasmus code: E MADRID17

Website: www.uax.es

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:

Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
	Spanish	English	Spanish B1	Spanish B1 English B2

For more details on the language of instruction, see the course catalogue:
<http://www.uax.es/en/international-relations-office/ects/academic-offer.html>

Additional requirements

Calendar

1. Student nominations and applications must reach E MADRID17 by:

Nomination		Application	
Autumn term* [day/month]	Spring term* [day/month]	Autumn term* [day/month]	Spring term* [day/month]
		From May 15 th to July 15 th	November 15 th

On line nomination system: <http://www.uax.es/incoming>

International Relations Office
E-mail address: inter@uax.es
Additional E-mail address:
Phone: +34 918 109 700
Fax: +34 918 109 781
Web site: <http://www.uax.es/ori>

2. E MADRID17 will send its decision about acceptance to **PARTNER INSTITUTION** within 5 weeks starting from starting from applications deadline.

3. A Transcript of Records will be issued by E MADRID17 no later than 5 weeks after no later than March for the 1st semester students and no later than the end of September for the 2nd semester and full year students after the assessment period has finished at the receiving HEI..

Information

1. Grading systems of the institutions

<http://www.uax.es/en/international-relations-office/incoming-students/useful-information/uax-grade-system.html>

2. Visa

E MADRID17 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:

Contact details (email, phone)	Website for information
Office: International Relations Office Phone number: +34 91 810 97 00 E-mail address: inter@uax.es	http://extranjeros.empleo.gob.es

3. Insurance

E MADRID17 will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

E MADRID17 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:

Contact details (email, phone)	Website for information
Office: International Relations Office Phone number: +34 91 810 9700 E-mail address: inter@uax.es	http://ec.europa.eu/social/main.jsp?langId=en&catId=559

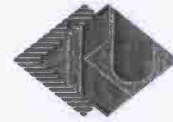
4. Housing

E MADRID17 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:

Contact details (email, phone)	Website for information
Office: International Relations Office Phone number: + 34 91 810 97 00 E-mail address: inter@uax.es	www.uax.es/ori

ANNEX 2
PARTNER INFO
SHEET



ISTANBUL
KÜLTÜR
UNIVERSITY

Institution: Istanbul Kültür Üniversitesi

Country: Turkey

Erasmus code: TR ISTANBU19

Website: <http://www.iku.edu.tr/>

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 [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU19		Turkish	English	B2 (English)	N/A

For more details on the language of instruction, see the course catalogue:

<http://www.iku.edu.tr/EN/ects.php>

Additional requirements

Calendar

1. Student nominations and applications must reach TR ISTANBU19 by:

Nomination		Application Deadline	
Autumn term* [day/month]	Spring term* [day/month]	Autumn term* [day/month]	Spring term* [day/month]
		June 15 th	November 15 th

Student nominations must be sent to the following e-mail address:

eic-sts-in@iku.edu.tr

2. TR ISTANBU19 will send its decision about acceptance to nominated students within five weeks upon receipt of nominations.

3. A Transcript of Records will be issued by TR ISTANBU19 no later than five weeks after student departure.

Information

1. Grading systems of the institutions

The ECTS grading tables of TR ISTANBU19 are available at the following page:

<http://www.iku.edu.tr/EN/ectsikuinfo.html#>

2. Visa

TR ISTANBU19 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:

Contact details (email, phone)	Website for information
eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic-visa

3. Insurance

TR ISTANBU19 will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

TR ISTANBU19 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:

Contact details (email, phone)	Website for information
eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic-incomingsts

4. Housing

TR ISTANBU19 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:

Contact details (email, phone)	Website for information
eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic-incomingsts