



Universidad de Sevilla



## Erasmus+ Programme

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

### Inter-institutional agreement 2015-2021 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.

#### Information about higher education institutions

Name of the institution	Erasmus code	Contact details	Website
<b>UNIVERSIDAD DE SEVILLA</b>	<b>E SEVILLA01</b>	Erasmus Office: Administrative contact: Tel: 34 954556006 Fax: 34 954556886 Mail address: <a href="mailto:relint2@us.es">relint2@us.es</a> ; <a href="mailto:relint25@us.es">relint25@us.es</a> INSTITUTIONAL COORDINATOR ENRIQUE LÓPEZ LARA Avda. Ciudad Jardín 20-22 41005 Sevilla	<a href="http://www.internacional.us.es">www.internacional.us.es</a>
<b>ISTANBUL KULTUR UNIVERSITY</b>	<b>TR ISTANBU19</b>	Burcu Atalay-Emre, M.A. 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. Agreements: <a href="mailto:agreements-eic@iku.edu.tr">agreements-eic@iku.edu.tr</a> Outgoings: <a href="mailto:eic-sts-out@iku.edu.tr">eic-sts-out@iku.edu.tr</a> Incomings: <a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a> Staff: <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>  ECTS Information Package <a href="http://www.iku.edu.tr/EN/ects.php">http://www.iku.edu.tr/EN/ects.php</a>

### A. Mobility numbers per academic year

FROM	TO	ISCED: Area name	Course*	Cicle	Number of student	Months per student	Student Mobility for Traineeships
TR ISTANBU19	E SEVILLA01	731: Architecture and town planning	Grado en Fundamentos de Arquitectura	1º	3	10	
E SEVILLA01	TR ISTANBU19	731: Architecture and town planning	Grado en Fundamentos de Arquitectura	1º	3	10	

\*In case Isced Code Subject involves several study programmes, it should be specified which programme is included in the agreement.

If column "FROM" is marked with # means specific exchange for double degree.

FROM	TO	ISCED	Area name	Number of staff
TR ISTANBU19	E SEVILLA01	731	Architecture and town planning	1
E SEVILLA01	TR ISTANBU19	731	Architecture and town planning	1

### C. Required 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	Area Name	Language 1	Language 2	Student	Staff
TR ISTANBU19	Architecture and town planning	INGLÉS		B2	B2
E SEVILLA01	Architecture and town planning	ESPAÑOL		B2	B2

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

### D. Additional requirements

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	Autumn term	Spring term
<b>E SEVILLA01</b> Academic Calendar: <a href="http://www.us.es/estudios/calendario/index.html">http://www.us.es/estudios/calendario/index.html</a>	DEADLINE FOR APPLICATION: 30 <sup>TH</sup> JUNE	DEADLINE FOR APPLICATION: 30 <sup>TH</sup> NOVEMBER
<b>TR ISTANBU19</b>	APPLICATION DEADLINE: June 15th	APPLICATION DEADLINE: November 15th

2. The receiving institution will send its decision within 4 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

*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

*It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>1</sup>. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.*

#### **Universidad De Sevilla**

<http://servicio.us.es/academica/normativa-documentacion>

<http://www.us.es/downloads/acerca/normativa/normativa-examenes.pdf>

#### **Istanbul Kültür University**

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

<sup>1</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

## **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:

<b>Institution</b>	<b>Contact details</b>	<b>Website for information</b>
<b>E SEVILLA01</b>	<a href="mailto:relint3@us.es">relint3@us.es</a>	
<b>TR ISTANBU19</b>	<a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>

<http://www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/VisadosDeLargaDuracion.aspx>

## **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:

<b>Institution</b>	<b>Contact details</b>	<b>Website for information</b>
<b>E SEVILLA01</b>	<a href="mailto:RELINT3@US.ES">RELINT3@US.ES</a> <a href="mailto:RELINT19@US.ES">RELINT19@US.ES</a> <a href="mailto:RELINT21@US.ES">RELINT21@US.ES</a>	<a href="http://www.seg-social.es/Internet_6/Masinformacion/TramitesyGestiones/Seguroescolar/index.htm">http://www.seg-social.es/Internet_6/Masinformacion/TramitesyGestiones/Seguroescolar/index.htm</a>
<b>TR ISTANBU19</b>	<a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>


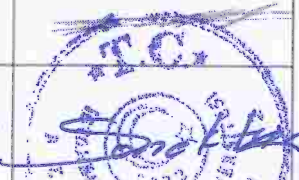

## **4. Housing**

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	Contact details	Website for information
<b>E SEVILLA01</b>	<a href="mailto:sacuinfo2@us.es">sacuinfo2@us.es</a> <a href="mailto:sacudocu20@us.es">sacudocu20@us.es</a> <a href="mailto:sacuinfo1@us.es">sacuinfo1@us.es</a>	<a href="http://sacu.us.es/spp-servicios">http://sacu.us.es/spp-servicios</a>
<b>TR ISTANBU19</b>	<a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>

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

Institution	Name, function	Date	Signature
<b>E SEVILLA01</b>	INSTITUTIONAL COORDINATOR FOR INTERNACIONAL OFFICE DIRECTOR  ENRIQUE LÓPEZ LARA  Avda. Ciudad Jardín 20-22 41005 Sevilla	31/10/2014	
<b>TR ISTANBU19</b>	<b>Prof. Dr. Sermin ÖRNEKTEKİN,</b> Vice Rector and Head of International Relations	05/11/2014	 

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