



University of Applied Sciences

# Erasmus+ Programme

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

### Inter-institutional agreement 2014-2020/21 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 <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
<b>University of Applied Sciences Upper Austria</b>  School of Informatics, Communications and Media  School of Management	A WELS01	<b>Mag. Christina Huber-Beran</b> Head of International Office School of Informatics, Communications and Media Tel.: +43(0)50804-21530 Fax: +43(0)50804-21599 <a href="mailto:international@fh-hagenberg.at">international@fh-hagenberg.at</a>  <b>Dipl. Päd. Marlies Schmidthaler</b> Head of International Office School of Management Tel.: +43 (0)50804-33050 Fax: +43 (0)50804-33097 <a href="mailto:international@fh-steyr.at">international@fh-steyr.at</a>	<a href="http://www.fh-ooe.at/incomings">www.fh-ooe.at/incomings</a>
<b>Istanbul Kültür University</b>	TR ISTANBU19	<b>Burcu Atalay-Emre, M.A.</b> <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,	<a href="http://www.iku.edu.tr/eic">www.iku.edu.tr/eic</a>

<sup>1</sup>Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Istanbul. <b>Agreements:</b> <a href="mailto:agreements-eic@iku.edu.tr">agreements-eic@iku.edu.tr</a> <b>Outgoing:</b> <a href="mailto:eic-sts-out@iku.edu.tr">eic-sts-out@iku.edu.tr</a> <b>Staff:</b> <a href="mailto:staffmobilit-eic@iku.edu.tr">staffmobilit-eic@iku.edu.tr</a> <b>Incomings:</b> <a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	
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### B. Mobility numbers<sup>2</sup> per academic year<sup>3</sup>

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Cycle 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration]	Student Mobility for Traineeships
A WELS01	TR ISTANBU 19	34 /041	Business and administration	1 <sup>st</sup> , 2 <sup>nd</sup>	2x10 (20 months)	
		481 /061	Computer Science / Information and Communication Technologies	1 <sup>st</sup> , 2 <sup>nd</sup>	1x10 (10months)	
TR ISTANBU 19	A WELS01	34 /041	Business and administration	1 <sup>st</sup> , 2 <sup>nd</sup>	2x10 (20 months)	
		481 /061	Computer Science / Information and Communication Technologies	1 <sup>st</sup> , 2 <sup>nd</sup>	1x10 (10months)	

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
A WELS01	TR ISTANBU 1	All		5 days	5 days

<sup>2</sup> Mobility numbers can be given per sending/receiving institutions and per education field

<sup>3</sup> 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.

	9				
TR ISTANBU19	A WELS01	All		5 days	5 days

### 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 [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
A WELS01*	All	English	German	B2	B2
TR ISTANBU19		Turkish	English	B2 (English)	N/A

\*University of Applied Sciences Upper Austria offer courses taught in both English and German. Exchange students are welcome to join any course that they meet the right pre-requisites in. The student must have at least B2 level in the language of instruction of the courses they are admitted to.

### D. Additional requirements

**A WELS01:** Additional requirements are listed online [www.fh-ooe.at/incomings](http://www.fh-ooe.at/incomings)

University of Applied Sciences Upper Austria have the capacity to welcome students and staff with disabilities.

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
A WELS01	15 April (Steyr) / 1 June (Hagenberg)	30 September (Steyr)/ 15 November (Hagenberg)
TR ISTANBU19	Application Deadline: June 15th	Application Deadline: November 15th

\* to be adapted in case of a trimester system

2. The receiving institution will send its decision within **5 weeks**.

3. A Transcript of Records will be issued by the receiving institution no later than **8 weeks** after the assessment period has finished at the receiving HEI.

4. Termination of the 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. Students selected prior the date of notification must be admitted by the receiving institution. 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

A WELS:			TR ISTANBU19:
<b>Austrian Grade</b>	<b>Translation</b>	<b>ECTS Grade</b>	<a href="http://www.iku.edu.tr/EN/ectsikuinfo.html#">http://www.iku.edu.tr/EN/ectsikuinfo.html#</a>
1	Excellent	A	
2	Very good	B	
3	Good	C	
4	Satisfactory	D	
5	Sufficient	E	

### 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
AWELS01	<a href="mailto:international@fh-hagenberg.at">international@fh-hagenberg.at</a> +43(0)50804-21530  <a href="mailto:international@fh-steyr.at">international@fh-steyr.at</a> +43 (0)50804-33050	<a href="http://www.fh-ooe.at/incomings">www.fh-ooe.at/incomings</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/eic-visa">www.iku.edu.tr/eic-visa</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
AWELS01	<a href="mailto:international@fh-hagenberg.at">international@fh-hagenberg.at</a> +43(0)50804-21530  <a href="mailto:international@fh-steyr.at">international@fh-steyr.at</a> +43 (0)50804-33050	<a href="http://www.fh-ooe.at/incomings">www.fh-ooe.at/incomings</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/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 [Erasmus code]	Contact details (email, phone)	Website for information
AWELS01	<a href="mailto:international@fh-hagenberg.at">international@fh-hagenberg.at</a> +43(0)50804-21530  <a href="mailto:international@fh-steyr.at">international@fh-steyr.at</a> +43 (0)50804-33050	<a href="http://www.fh-ooe.at/incomings">www.fh-ooe.at/incomings</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/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
AWELS01	<b>FH-Prof. Mag. Andreas Zehetner</b> <i>Vice President International Affairs</i>	18/03/14	
TR ISTANBU19	<b>Prof. Dr. Sermin ÖRNEKTEKİN</b> <i>Vice Rector and Head of International Relations</i>	09.03.14	

<sup>4</sup> Scanned signatures are accepted