

**Erasmus+ Programme**

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

**Inter-institutional agreement 2016-2020[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** | **Erasmus code** | **Contact details** |
| **YASAR UNIVERSITESI**  Correspondence Address: International Office  Universite Cad. No:37-39, 35100 Bornova Izmir TURKEY  [**www.yasar.edu.tr**](http://www.yasar.edu.tr)[**erasmus@yasar.edu.tr**](mailto:erasmus@yasar.edu.tr) | **TR IZMIR05** | **Institutional Coordinator**  Merve Akıntürk  Tel: +90 232 411 50 14 Fax: +90 232 570 70 00  [merve.akinturk@yasar.edu.tr](mailto:merve.akinturk@yasar.edu.tr) |
| **Departmental Coordinator(s)**  ………………………….., Department of………………… Tel: +90 232 411 ……… Fax: +90 232 570 70 00[E-mail:](mailto:alper.almaz@yasar.edu.tr) [................@yasar.edu.tr](mailto:................@yasar.edu.tr) |
| **PARTNER**  Correspondence Address:  ECTS Course Catalogue: |  |  |
|  |

**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.

**STUDENT MOBILITY**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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, 1st , 2nd or 3rd]*** | **Number of student mobility periods** |
| **Student Mobility for Studies**  *[number of students X average number of month]* |
| TR IZMIR05 | ………… | ………. | …………. | 1st | 2 students X 5 Months |
| ………. | TR IZMIR05 | ………. | …………. | 1st | 2 students X 5 Months |

**STAFF MOBILITY**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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**  **[number of staff X number days]** | **Staff Mobility for Training  [number of staff X number days]** |
| TR IZMIR05 | ………… | ………. | …………. | 1 staff X 5 days | 1 staff X 5 days |
| ………… | TR IZMIR05 | ………. | …………. | 1 staff X 5 days | 1 staff X 5 days |

*Further requirements and information for each institution are provided in Annex 1 and Annex 2 to this agreement. These annexes are integral part of this agreement and the agreement cannot be considered valid without the submission of both annexes*

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  **[Erasmus code]** | **Name, function** | **Date** | **Signature**  ***(Scanned signatures are accepted)*** |
| **TR IZMIR05** | Prof.Dr. M.Cemali DİNÇER  Rector |  |  |
| Merve AKINTÜRK Erasmus Institutional Coordinator |  |  |
|  |  |  |  |



**Annex 1 to Erasmus+ Inter-Institutional Agreement  
YASAR UNIVERSITY**

|  |  |
| --- | --- |
| **Name of the Institution** | **YAŞAR ÜNİVERSİTESİ**  **YASAR UNIVERSITY (YU)** |
| **Erasmus Code** | **TR IZMIR05** |
| **Institutional Correspondence** | **International Office**  **Universite Cad. No:37-39, 35100 Bornova Izmir TURKEY**  [www.yasar.edu.tr](http://www.yasar.edu.tr) [erasmus@yasar.edu.tr](mailto:erasmus@yasar.edu.tr) |
| **Erasmus Web Site** | [**http://erasmus.yasar.edu.tr**](http://erasmus.yasar.edu.tr) |
| **Contact for Outgoing Students** | Merve Akıntürk,[merve.akinturk@yasar.edu.tr](mailto:merve.akinturk@yasar.edu.tr) |
| **Contact for Incoming Students** | Beti Barki, [beti.barki@yasar.edu.tr](mailto:beti.barki@yasar.edu.tr) |

**A. 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:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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]** | **Staff Mobility for Teaching**  **[Minimum recommended level]** |
| TR IZMIR05 |  | English |  | B2 | B2 |

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

**B. ADDITIONAL REQUIREMENTS**

1. YU provides all the information (rules, regulations, procedures, requirements etc.) about incoming students/staff at the link: [**http://erasmus.yasar.edu.tr**](http://erasmus.yasar.edu.tr). The students and staff are expected to follow the page and respect the indicated procedures.
2. Applications must be submitted online, [**http://applyerasmus.yasar.edu.tr**](http://applyerasmus.yasar.edu.tr/) . The original signed and stamped copies of the Application Form, Learning Agreement, Transcript of Records, copy of Health insurance valid in Turkey and 1 passport size photo must be posted to the Yasar University International Office. Students should visit [**http://erasmus.yasar.edu.tr**](http://erasmus.yasar.edu.tr) before their mobility.
3. All students must attend to the orientation programme and its activities organized during the semester. It is recognized in the ToR as the course “UFND 080- International Orientation Studies” (1 ECTS).
4. Students are offered “SOFL 001-Turkish as a Second Language I” (A1 level, 3 ECTS) during fall and spring semesters and “SOFL 002-Turkish as a Second Language II” (A2 Level, 3 ECTS) during spring semester.
5. All incoming students must have a health insurance which is valid in Turkey during their mobility period.
6. YU provides Mentor Programme and all incoming students will be assigned a mentor. The mentor will advise and guide Erasmus students about practical issues during their study at YU.
7. Yaşar University has a campus which offers relevant infrastructure for disabled people. Please inform the details of the disability before the mobility period starts ([erasmus@yasar.edu.tr](mailto:erasmus@yasar.edu.tr)).
8. The Health Centre at the YU is the first place for students to go in case of any minor health related issues. Students are treated free of charge.

**C. CALENDAR**

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Autumn Term**  **(First Semester)** | | **Spring Term**  **(Second Semester)** | |
| **Nominations** | **Applications** | **Nominations** | **Applications** |
| 1st June | 30th June | 15th September | 15th October |

* YU will send its decision within **4 weeks** after the application deadline.
* A Transcript of Records will be issued by the YU no later than **4 weeks** after the assessment period has finished at YU.

**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. 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 system**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **First Cycle** | |  | **Second Cycle** | |  | **Third Cycle** | |
| **Yasar Grade** | **ECTS Grade** | **Yasar Grade** | **ECTS Grade** | **Yasar Grade** | **ECTS Grade** |
| A | A | A | A | A | A |
| A- | A- | B | A- | B |
| B+ | B | B+ | C | B+ | C |
| B | C | B | D | **B** | **D/E** |
| B- | **B-** | **E** | F | F |
| C+ | D | F | F | U | F |
| C | E | U | F | R | F |
| F | F | R | F | I | FX |
| I | FX | I | FX |

*Other grades*

**S:** Satisfactory (not included in the CGPA)

**U:** Unsatisfactory (not included in the CGPA)

**F:** Failed

**R:** Not Attended (Fail)

**I:**  Incomplete

**W:** Withdrawal

**2.Visa**Yasar University 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.  
**Students must get a student visa (not tourist visa) before they depart to Turkey**. They contact with the Turkish Embassy/Consulate in their country for the requirements. YU International Office provides an invitation letter for each accepted student and sends the original letter to the International Office/Erasmus Office of the student’s university indicated by the student in the application form. Information and assistance can be provided by the following contact points and information sources:

|  |  |
| --- | --- |
| **Contact details**  **(email, phone)** | **Website for information** |
| Beti Barki, [erasmus@yasar.edu.tr](mailto:erasmus@yasar.edu.tr) , <Tel:+90> 232 411 5087 | <http://erasmus.yasar.edu.tr> |

**3. Insurance**

Yasar University 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. All the incoming students must have a health insurance which is valid in Turkey during the mobility period. Yaşar University will assist Erasmus Students in applying for the valid insurance which is necessary for the residence permit application after students’ arrival.Information and assistance can be provided by the following contact points and information sources:

|  |  |
| --- | --- |
| **Contact details**  **(email, phone)** | **Website for information** |
| Beti Barki, [erasmus@yasar.edu.tr](mailto:erasmus@yasar.edu.tr) ,  <Tel:+90> 232 411 5087 | <http://erasmus.yasar.edu.tr> |

**4.Housing**

Yasar University 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** |
| Beti Barki, [erasmus@yasar.edu.tr](mailto:erasmus@yasar.edu.tr) , <Tel:+90> 232 411 5087 | <http://erasmus.yasar.edu.tr> |
| University Dormitory: [yurt@yasar.edu.tr](mailto:yurt@yasar.edu.tr) | <http://yurt.yasar.edu.tr/en/> |

*Updated, September 2016*

**Annex 2 to Erasmus+ Inter-Institutional Agreement  
PARTNER INSTITUTION**

**A. 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:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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]** | **Staff Mobility for Teaching**  **[Minimum recommended level]** |
|  |  |  |  |  |  |

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

**B. ADDITIONAL REQUIREMENTS**

**C. CALENDAR**

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

|  |  |
| --- | --- |
| **Autumn Term**  **(First Semester)** | **Spring Term**  **(Second Semester)** |
|  |  |

* ……. will send its decision within **……..** after the application deadline.
* A Transcript of Records will be issued by ….. no later than **…..** after the assessment period has finished at …..

**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. 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 system**

**2.Visa**……………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** |
|  |  |

**3. Insurance**

………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:

|  |  |
| --- | --- |
| **Contact details**  **(email, phone)** | **Website for information** |
|  |  |

**4.Housing**

…….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** |
|  |  |

**Updated**