



Erasmus+ Programme

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

Inter-institutional agreement 2016 - 2021

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	Website
ISTANBUL GELİŞİM UNIVERSITY	TR ISTANBU32	IRMAK AK erasmusofisi@gelisim.edu.tr +902124227000	http://gellisim.edu.tr
INSTITUTO POLITECNICO DO PORTO	P PORTO 05	Prof. Rosário Gambôa, President Presidency Services Rua Dr Roberto Frias, 712 4200-465 Porto, PORTUGAL Carla Carneiro Head of International Relations Office Presidency Services Rua Dr Roberto Frias, 712 4200-465 Porto, PORTUGAL Tel.: +351 225 571 000/74 Fax: +351 225 020 772 Email: gcri@sc.ipp.pt	https://www.ipp.pt/guiaects/guia_ects.aspx
		Sara Ponte ERASMUS Departmental Coordinator Escola Superior de Saúde Rua Dr. António Bernardino Almeida, 400 4200-072 Porto, Portugal Tel.: +351 2220161000 Fax: +351 222061001 Email: slsp@ess.ipp.pt	

More contact and other information can be given in a separate info sheet accompanying this agreement.

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 the calendar year (for the next academic year).

FROM	TO	Subject area code (ISCED)	Subject area name	Study cycle level	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
TR ISTANBU32	P PORTO 05	0915	Audiology	2nd		1x3 months=3 months
P PORTO 05	TR ISTANBU32	0915	Audiology	2nd		1x3 months=3 months

FROM	TO	Subject area code (ISCED)	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
TR ISTANBU32	P PORTO 05	0915	Audiology	2 x 1 week	2 x 1 week
P PORTO 05	TR ISTANBU32	0915	Audiology	2 x 1 week	2 x 1 week

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	Subject area (optional)	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies / Traineeships	Staff Mobility for Teaching
TR ISTANBU32		English		B1	B2
P PORTO 05	Portuguese	English		B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution (links provided on Page 1).

D. Additional requirements

E. Calendar

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

Receiving institution	Autumn semester	Spring semester
TR ISTANBU32	20 th June	30 th November
P PORTO 05	June 1st	November 15th

2. The receiving institution will send its decision within **4 weeks from the application deadline.**
3. A Transcript of Records with attendance dates will be issued by the receiving institution no later than **5 weeks after the assessment period** has finished at the receiving HEI. If the transcript is issued directly to the student, a scanned copy of the transcript of records will be sent to the international office of the sending institution.
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. 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

ECTS credits:

1 academic year = 60 credits

1 semester = 30 credits

TR ISTANBU32

ECTS grades	TR ISTANBU32	
A	AA	90-100
B	BA	85-89
C	BB	75-84
D	CB	65-74
E	CC	60-64
FX	DD - DC	45-59

F	FD - FF	00-44
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Grading system used at the Instituto Politécnico do Porto, Portugal:

1 - Local Grades

In the national grading system, the results are awarded in a scale from 0 to 20, and the minimum mark required for approval is 10.

2 - ECTS Grades

The ECTS grading scale is based on the percentile of a student in a given assessment, expressing the student's performance relatively to other students enrolled in the last three years of the same curricular unit/course (or in a significant group of students). Hence there is no direct fixed correspondence between the ECTS grade and the local grade.

ECTS Grade	% of students who have achieved this grade/	Definition (only for failing grades)/
A	10%	
B	25%	
C	30%	
D	25%	
E	10%	
F		FAIL - some more work required before the credit can be awarded
FX		FAIL - considerable further work is required

Portugal adopted ECTS mechanisms for our higher education system by law. At IPP, the transfer of grades follows the ECTS procedures established in the Portuguese legislation which reflects these principles (DL 42/2005). Hence the ECTS grade calculation is made considering the percentile of each student that reflects the relative position of his/her mark in each curricular unit/course.

ECTS credits:

one full academic year	one semester	one trimester
60 ECTS credits	30 ECTS credits	20 ECTS credits

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	Contact details	Website for information
TRISTANBU32	erasmusofisi@gelisim.edu.tr +902124227000	http://dio.gelisim.edu.tr/Aitmenu-2-2-staffmobility-.html

P PORTO 05	Further assistance: gcrl@sc.ipp.pt	http://www.sef.pt/portal/V10/EN.aspx/page.aspx
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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	Contact details	Website for information
TR ISTANBU32	erasmusofisi@gelisim.edu.tr +902124227000	http://dio.gelisim.edu.tr/Altmenu-2-2-staffmobility-.html
P PORTO 05	European Commission (Employment, Social Affairs & Inclusion)	http://ec.europa.eu/social/main.jsp?catId=559 Further assistance: slsp@ess.ipp.pt

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
TR ISTANBU32	erasmusofisi@gelisim.edu.tr +902124227000	http://dio.gelisim.edu.tr/Altmenu-2-2-staffmobility-.html
P PORTO 05	slsp@ess.ipp.pt	

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature
TR ISTANBU32	Prof.Dr.Nuri KURUOGLU Vice Rector	11. 04, 2018	

P PORTO 05

Prof. Prof. Carlos
Vice-President

