



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone) | Website (eg. of the course catalogue) |
|---|------------------|---|--|
| St. Cyril and St. Methodius University of Veliko Tarnovo European Integration and Mobility Office 2 T. Tarnovski str. 5003 VelikoTarnovo, Bulgaria tel. +359 62 618 268 tel. +359 62 618 310 Fax: +359 62 658505 | BG VELIKO 01 | BA responsible: e-mail: ep@uni-vt.bg , silviya.vtu@gmail.com Incoming: incoming@uni-vt.bg Outgoing: erasmus@uni-vt.bg Teacher mobility: tm@uni-vt.bg http://www.uni-vt.bg/1/ http://www.uni-vt.bg/2/?page=1205 Departmental coordinator: Assoc. Prof. Emilijan Petkov, PhD Email: epetkov@abv.bg | |
| Gelisim University University Erasmus Office | TR Istanbul32 | Engineering and Architecture Faculty Erasmus+ Coordinator Prof. Dr. Baki Koyuncu bkoyuncu@gelisim.edu.tr | |

- ¹ Inter-Institutional agreements can be signed by two or more higher education institutions
² Higher Education Institutions have to agree on the period of validity of this agreement
³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.
⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

| | |
|---|---|
| Email: erasmusofisi@gelisim.edu.tr Tel: +90 0212 4227020 Ext: 260 Fax: +90 212 422 74 01 Adres: Erasmus Office, Art Faculty, floor2, , Sht. Pyd. Er. Muret Şengöz Sk. No:8 Avcılar/İstanbul, Turkey | http://dio.gelisim.edu.tr/Anamenu-2-1-erasmus+--.html |
|---|---|

B. Mobility numbers³ 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.

| 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, 1 st , 2 nd or 3 rd] | Number of student mobility periods | |
|---|---|------------------------------|---|---|------------------------------------|-----------------------------------|
| | | | | | Student Mobility for Studies | Student Mobility for Traineeships |
| BG VELIKO 01 | TR | 0610 | Information and Communication Technologies (ICTs) | 2 Bachelor, Master or PhD students | 12 / 2 x 6 months/ | 12 / 2 x 6 months/ |
| TR ISTANBU 32 | BG VELIKO 01 | 0610 | Information and Communication Technologies | 2 students | 12/2x6months/ | 12 / 2 x 6 months/ |

| 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 | Staff Mobility for Training |
| BG VELIKO 01 | TR | 0610 | Information and Communication Technologies (ICTs) | 2 x 7 days | 1 x 7 days |
| TR ISTANBU 32 | BG VELIKO 01 | 0610 | Engineering, Computer, and | 2x7 days | 1x7 days |

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

| | | | | | |
|--|--|--|------------------------------|--|--|
| | | | Architecture Technologies | | |
|--|--|--|------------------------------|--|--|

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 |
| BG VELIKO 01 | | Bulgarian | English | B1 (English) | B2 (English) |
| TR ISTANBU 32 | | Turkish | English | B1 (English) | B2 (English) |

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]
[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

BG VELIKO 01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: [incoming@uni-
vt.bg](mailto:incoming@uni-vt.bg)

TR ISTANBU 32: There is an adequate infrastructure 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] | |
|---|-------------------------|--|-------------------------|--|
| | | | | |
| BG VELIKO 01 | July 15 | | November 30 | |
| TR ISTANBU 32 | | | March 11 | |

*For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see [http://europass.cedefop.europa.eu/en/resources/european-
language-levels-cefr](http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr)

2. The receiving institution will send its decision within 1 week.
3. A Transcript of Records will be issued by the receiving Institution no later than [4] weeks after the assessment period has finished at the receiving HEI. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]
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'. 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.]

BG VELIKO 01:

| Scale | Grade Description | US Grade | Notes |
|-------------|------------------------|----------|-------|
| 6.00 | Отличен (Excellent) | | |
| 5.00 - 5.99 | Многодобър (Very Good) | A | |
| 4.00 - 4.99 | Добър (Good) | B+ | |
| 3.00 - 3.99 | Среден (Sufficient) | B | |
| 2.00 - 2.99 | Слаб (Poor) | C | |
| | | F | Fall |

TR ISTANBU 32:

<http://gelisim.edu.tr/ogrenci-4-1>

<http://www.gelisim.edu.tr/ogrenci-4-1-lguonlisanisvelisansegitimogretimvesinavyonetmeligi-.html>

| Success Grade | Equivalent | Local Definition | ECTS |
|---------------|------------|------------------|------|
| AA | 4.00 | 90 - 100 | A |
| BA | 3.50 | 85 - 89 | B |
| BB | 3.00 | 75 - 79 | - |
| CB | 2.50 | 65 - 74 | C |
| CC | 2.00 | 60 - 64 | - |
| DC | 1.50 | 50 - 59 | D |

http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

| | | | |
|----|------|---------|----|
| DD | 1.00 | 45 - 49 | E |
| FD | 0.50 | 40 - 44 | FX |
| FF | 0.00 | 00 - 39 | F |

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 |
|-------------------------------|--|---|
| BG VELJKO 01 | incoming@uni-vt.bg | http://www.uni-vt.bg/2/?page=1205 |
| TR ISTANBU32 | +90 212 422 70 20 Ext: 260 | http://dio.gelisim.edu.tr/Anamenu-5-1-iletisim-.html |

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 |
|-------------------------------|--|---|
| BG VELJKO 01 | incoming@uni-vt.bg | http://www.uni-vt.bg/2/?page=1205 |
| TR ISTANBU32 | erasmusofisi@gelisim.edu.tr | http://dio.gelisim.edu.tr/Altmenu-8-1-soksigortasi-.html |

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 |
|-------------|-----------------|-------------------------|
|-------------|-----------------|-------------------------|

| [Erasmus code] | (email, phone) | |
|---------------------|---------------------------------|---|
| BG VELIKO 01 | incoming@uni-vt.bg | http://www.uni-vt.bg/1/ |
| TR ISTANBU3 2 | erasmusofisi@gelisim.edu.t r | http://dio.gelisim.edu.tr/Anasayfa-2-ingilizce-.html |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ^a |
|-------------------------------|--|------------|--|
| BG VELIKO 01 | Prof. Hristo Bondgolov, PhD, Rector | 20/10/2018 |  |
| TR ISTANBU32 | Prof. Dr. NURİ KURUOĞLU University Erasmus Coordinator | |  |



^aScanned signatures are accepted