



Erasmus+ Programme

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

Inter-institutional agreement 2017-2021 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.

A. Information about higher education institutions

Name of the institution, Erasmus code and address (and department, where relevant)	Contact details (email, phone)	Website (eg. of the course catalogue)
Instituto Superior de Engenharia de Lisboa (ISEL) – Instituto Politécnico de Lisboa (IPL) P LISBOA05	International Relations Office Coordinator Susana Teque Florêncio E-mail: nrinternacionais@isel.pt Phone: +351 218 317 000 Address: Rua Conselheiro Emídio Navarro 1 1959-007 Lisboa - Portugal Administrative Contact: <i>Cristina Madeira</i> E-mail: nrinternacionais@isel.pt Phone: +351 218 317 000	https://www.isel.pt/en/
INSTITUTO POLITECNICO DE LISBOA P LISBOA05	International Relations Office Coordinator Erasmus Institutional Coordinator Carla Ruivo Gabinete de Relações Internacionais e Mobilidade Académica Postal address: Campus de Benfica do IPL 1549-014 Lisboa, PORTUGAL Phone: +351 210 464 762, Fax: +351 217 166 147 e-mail: grima@sc.ipl.pt	https://www.ipl.pt/en



Erzurum Technical University TR ERZURUM02	<u>Institutional:</u> Prof.Dr. Murat Demir AYDIN (<i>Institutional Erasmus Coordinator</i>) -mail: erasmus@erzurum.edu.tr Phone: +90 442 281 25 27	www.erasmus.erzurum.edu.tr http://form.erasmus.edu.tr/tyyc
	<u>Departmental:</u> Assist.Prof.Dr.Çağlar DUMAN (<i>Departmental coordinator of Electrical and Electronics Engineering</i>) E-mail : caglarduman@erzurum.edu.tr Phone: +90 444 5 388 - 2243 (<i>Work Extension</i>)	



B. Mobility numbers¹ per 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
P LISBOA05	TR ERZURUM02	071	Engineering and engineering trades	1 st 2 nd	10 months 2 students	To be decided
		061	Information and Communications Technologies (ICTs)	1 st 2 nd	10 months 2 students	To be decided
TR ERZURUM02	P LISBOA05	071	Engineering and engineering trades	1 st 2 nd	10 months 2 students	0
		061	Information and Communications Technologies (ICTs)	1 st 2 nd	10 months 2 students	0

¹ 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>)



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 <i>total number of days of teaching periods or average duration *</i>	Staff Mobility for Training *
P LISBOA05	TR ERZURUM02	071	Engineering and engineering trades	2 x 5 days	2 x 5 days
TR ERZURUM02	P LISBOA05	061	Information and Communications Technologies (ICTs)	2 x 5 days	2 x 5 days

* Subject and numbers can be given per sending/receiving institutions and per education field.



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 ²	
				Student Mobility for Studies	Staff Mobility for Teaching
P LISBOA05	-	Portuguese	English	A2 (Portuguese - just recommended)* B2 (English - recommended)	B2 (English - recommended)
TR ERZURUM02		Turkish	English	B1	B2

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

P LISBOA05

- The Portuguese language course take at ISEL - P LISBOA05 might be included in the student learning agreement but its marks will be not part of the regular transcript of records. An additional document will be provided including mark, language level and ECTS credits;
- ISEL have the infrastructure to welcome students or staff with disabilities, in same cases.

TR ERZURUM02: No Special Additional Requirements

² 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>



E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P LISBOA05	Application Deadline: 1st semester: May 31 th Full academic year: May 31 th	Application Deadline: 2nd semester: November 1 st
TR ERZURUM02	15 th July	15 th December

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

P LISBOA05

ECTS GRADE	LOCAL GRADE	DEFINITION
A	20-18	EXCELLENT
B	17-16	VERY GOOD
C	15-14	GOOD
D	13-12	SATISFACTORY
E	11-10	SUFFICIENT
F	0-9	FAILED

TR ERZURUM02:

<http://erasmus.erzurum.edu.tr/Menu/10957/course-catalogue-and-grading>

and <http://form.erzurum.edu.tr/tyyc>

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
P LISBOA05	Susana Teque Florêncio nrInternacionais@isel.pt	https://www.isel.pt/en/
TR ERZURUM02	erasmus@erzurum.edu.tr +90 442 281 25 27	http://www.konsolesluk.gov.tr/tr/en/start.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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA05	Susana Teque Florêncio nrinternacionais@isel.pt	https://www.isel.pt/en/
TR ERZURUM02	erasmus@erzurum.edu.tr +90 442 281 25 27	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749

4. Housing



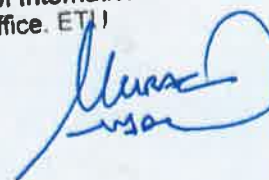

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA05	Susana Teque Florêncio nrinternaclonais@isel.pt	https://www.isel.pt/en/
TR ERZURUM02	Mr. Eren ÖZBEK erasmus@erzurum.edu.tr +90 442 281 25 27	http://www.erzurum.edu.tr/Content/Yuklemeler/DosyaGenel/Dosya11408.pdf



G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
P LISBOA05	Prof. Doutor Elmano da Fonseca Margato President of Instituto Politécnico de Lisboa Estrada de Benfica nº 529 1549-020 Lisboa, PORTUGAL Phone: +351 217 101 200 e-mail: ipl@sc.ipl.pt	08/05/13	 
TR ERZURUM02	Institutional: Prof.Dr.Murat Demir AYDIN <i>Head of International Relations Office and Institutional Erasmus Coordinator</i>	04.08.2013	Prof. Dr. Murat Demir AYDIN Head of International Office. ETI 
	Departmental: Assist.Prof.Dr.Çağlar DUMAN <i>Departmental Coordinator of Electrical and Electronics Engineering</i>	04.05.2013	

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