



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme ¹

The institutions agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ program. They commit to respect the quality requirements of the [Erasmus Charter for Higher Education](#) in all aspects related to the organization and management of the mobility, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹ Higher Education Institutions have to agree on the period of validity of this agreement

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Validity period of the agreement

| Timeframe | Academic Year* | Call Year* |
|-------------------|----------------|------------|
| Start of validity | [2021/2022] | [2022] |
| End of validity | [2028/2029] | [2027] |

A. Information about the higher education institutions

| Name of the institution (and department, where relevant) | Erasmus code | Contact details ² (email, phone) | Websites (General/Faculties/ Course catalogue) |
|---|--------------|--|--|
| Erciyes University | TR KAYSERIO1 | <p>Prof. Dr. Mehmet Ulaş Çınar Institutional Erasmus Coordinator</p> <p>Tel: +90 352 4375820 E-Mail: erasmus@erciyes.edu.tr</p> <p>Bilge Gökdoğan Erasmus Expert</p> <p>Tel: +90 352 4375820 E-Mail: erasmus@erciyes.edu.tr</p> | <p>Erciyes University web page: http://www.erciyes.edu.tr/</p> <p>Erasmus Office web page: http://erasmus.erciyes.edu.tr/</p> <p>Course Catalogue https://dbp.erciyes.edu.tr/Default.aspx?lang=1</p> |
| Universitatea Tehnica "Gheorghe Asachi" Din Iași | RO IASIO5 | <p>Institutional coordinator: Ana- Maria ȘOICAN, international@tuiasi.ro +40 232 278 628</p> <p>Contact person and Faculty coordinator: PhD. arch. Constanta Carmina GHEORGHITA carmina-constantina.gheorghita@academic.tuiasi.ro carmina.gheorghita@tuiasi.ro +4 0232211595</p> | <p>TUIASI web page: www.tuiasi.ro</p> <p>Erasmus Office web page: www.international.tuiasi.ro</p> <p>Faculty of Architecture web page: https://arh.tuiasi.ro/</p> <p>Course Catalog for the Faculty of Architecture http://www.international.tuiasi.ro/wp-content/uploads/2021/06/Faculty-of-Architecture.pdf</p> |

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 November** in the preceding academic year.

| FROM [Erasmus code of the sending institution] | TO [Erasmus code of the receiving institution] | Subject area code (optional)* [ISCED] | Field of education – Clarification (optional) | Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)* | Number of student mobility periods | | | |
|---|---|---------------------------------------|---|--|--|--|--|--|
| | | | | | Student Mobility for Studies [total number of students] | Student mobility for Studies [total number of months] | Student Mobility for Traineeships (optional) [total number of students] | Student Mobility for Traineeships (optional) [total number of months] |
| TR KAYSERIO1 | RO IASIO5 | 0730 | Architecture | 1 st , 2 nd | 2 students | 12 months | - | - |
| RO IASIO5 | TR KAYSERIO1 | 0730 | Architecture | 1 st , 2 nd | 2 students | 12 months | - | - |

Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

| FROM [Erasmus code of the sending institution] | TO [Erasmus code of the receiving institution] | Subject area code (optional)* [ISCED] | Subject area name (optional)* | Number of staff mobility periods | | | |
|---|---|---------------------------------------|-------------------------------|--|---|--|---|
| | | | | Staff Mobility for Teaching [total number of staff] | Staff Mobility for Teaching [total number of days] | Staff Mobility for Training (optional)* [total number of staff] | Staff Mobility for Training (optional)* [total number of days] |
| TR KAYSERIO1 | RO IASIO5 | 0730 | Architecture | 2 | 10 days | 2 | 10 days |

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*):

<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf><http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

| | | | | | | | |
|-----------------|---------------------|--------------|---|---|---------|---|---------|
| RO IASI05 | TR KAYSERIO 1 | 0730 | Architecture | 2 | 10 days | 2 | 10 days |
| TR KAYSERIO1 | RO IASI05 | 0413 0415 | Management and Administration Secretarial and Office Work | - | - | 1 | 5 days |
| RO IASI05 | TR KAYSERIO 1 | 0413 0415 | Management and Administration Secretarial and Office Work | - | - | 1 | 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 ⁴ | |
|---|---------------------------|---------------------------|---------------------------|---|--|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| RO IASI05 | Architecture | Romanian | English | B1(English) | B2(English) |
| TR KAYSERIO1 | Architecture | English | | B1(English) | B2(English) |

D. Calendar

Nominations of incoming students must reach the institution by:

| Receiving institution [Erasmus code] | Autumn term* [day/month] | Spring term* [day/month] |
|---|-----------------------------|-----------------------------|
| RO IASI05 | 15 th June | 1 st November |

⁴ 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>

| | | |
|--------------|----------------------|--------------------------|
| TR KAYSERIO1 | 1 st June | 1 st November |
|--------------|----------------------|--------------------------|

Applications from incoming students must reach the institution by:

| Receiving institution [Erasmus code] | Autumn term* [day/month] | Spring term* [day/month] |
|---|-----------------------------|-----------------------------|
| RO IASIO5 | 15 th July | 30 th November |
| TR KAYSERIO1 | 1 st July | 1 st December |

Application procedure for incoming students

| Receiving institution [Erasmus code] | Contact details (email, phone) | Website for information |
|---|--|--|
| RO IASIO5 | Doina Tiron, dtiron@tuiasi.ro , +40 232 278628 | http://www.international.tuiasi.ro/students/erasmus-with-eu-countries-k103/on-line-application https://www.erasmus-application.tuiasi.ro/ |
| TR KAYSERIO1 | erasmus@erciyes.edu.tr | https://erasmus.erciyes.edu.tr/en/student |

E. Additional requirements

| Receiving institution [Erasmus code] | Requirement | Details | Website for information (if applicable) |
|---|---|---------|---|
| TR KAYSERIO1 | The original transcript of records (no carbon copy is accepted) with the exams done by the Turkish student can be given or sent directly to him /her OR to the International Office of TR KAYSERIO1. The Learning Agreement or the changed Learning Agreement has to be given to the Turkish student who will submit the approval of the departmental coordinator. The incoming Erasmus student/ partner universities can check information about extension of study period and changes to the original Learning Agreement on the web site: Erasmus.erciyes.edu.tr | | |

| | | | |
|-----------|---|---|--|
| | Selection/preparation/integration of mobility students and staff will be carried out in accordance with the principles of the Erasmus HEI Charter 2021-2027. Students and staff with disabilities will be accepted and assisted. Buddy system and orientation day/activities will be organized for incoming students. | | |
| RO IASI05 | Academic requirements | - Number of ECTS completed: minimum 30 ECTS for the previous academic year - Subject area code - ISCED: according to the ISCED Annex - EQF level: UG/ Msc/ Ph.D. | http://www.international.tuiasi.ro/students/erasmus-with-eu-countries-k103/on-line-application https://www.erasmus-application.tuiasi.ro/ |
| | CV | - N/A for SMS, only for SMP | |
| | Motivation letter | - N/A for SMS, only for SMP | |
| | Other | Requested documents to be uploaded with the online application: - Scanned copy of the passport or national identity card - Scanned copy of the transcript of records with previous years of study - Document / certificate attesting the level in English (B1 being the minimum required) - Learning Agreement - Accommodation form. | |

The receiving institution will send its decision no later than **5 weeks**.

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

| Receiving Institution [Erasmus code] | Available infrastructure adjusted for people with: | Description of infrastructure (optional) | Contact details (email, phone) | Website for information |
|---|--|--|--------------------------------|---|
| TR KAYSERIO1 | Erciyes University has a Disabled People's Unit | | | https://www.erciyes.edu.tr/en/22/ects-infopack/facilities-for-special-needs-students |

| | | | | |
|-----------|---|--|---|--|
| RO IASI05 | https://campus.tuiasi.ro/en/home/ | | Doina Tiron, dtiron@tuiasi.ro, +40 232 278628 | www.international.tuiasi.ro |
|-----------|---|--|---|--|

| Receiving institution [Erasmus code] | Available support services for people with: | Description of support services (optional) | Contact details (email, phone) | Website for information |
|---|---|--|---|---|
| TR KAYSERIO1 | Erciyes University has a Disabled People's Unit | | | https://www.erciyes.edu.tr/en/22/ects-infopack/facilities-for-special-needs-students |
| RO IASI05 | https://campus.tuiasi.ro/en/home/ | | Doina Tiron, dtiron@tuiasi.ro, +40 232 278628 | www.international.tuiasi.ro |

F. Information

1. 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 |
|-------------------------------|---|---|
| RO IASI05 | Doina Tiron, dtiron@tuiasi.ro , +40 232 278628 | www.international.tuiasi.ro https://campus.tuiasi.ro/en/phases-of-accommodation/ |
| TR KAYSERIO1 | E-Mail: erasmus@erciyes.edu.tr Tel: +90 352 4375820 | http://erasmus.erciyes.edu.tr/ustmenu1.asp?id=73&euid=0&sid=35 |

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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 |
|----------------------------------|--|---|
| RO IASI05 | Doina Tiron, dtiron@tuiasi.ro , +40 232 278628 | www.international.tuiasi.ro https://www.mae.ro/en |
| TR KAYSERIO1 | E-Mail: erasmus@erciyes.edu.tr Tel: +90 352 4375820 | https://www.konsolosluk.gov.tr/tr/en/start.aspx https://erasmus.erciyes.edu.tr/ http://www.studyinturkey.gov.tr/UniversityTurkey/Detail?uld=109868 |

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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 |
|----------------------------------|--|---|
| RO IASI05 | Doina Tiron, dtiron@tuiasi.ro , +40 232 278628 | www.international.tuiasi.ro The student must send before his arrival a copy of his health insurance by e-mail to dtiron@tuiasi.ro |
| TR KAYSERIO1 | E-Mail: erasmus@erciyes.edu.tr Tel: +90 352 4375820 | EU students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period. |

4. Additional information

| Receiving institution [Erasmus code] | Information on recognition process / other useful information: | Contact details (email, phone) | Website for information |
|---|---|---|-----------------------------|
| RO IASI05 | According to the Regulations of the university | Doina Tiron, dtiron@tuiasi.ro, +40 232 278628 | www.international.tuiasi.ro |
| TR ERCIYES01 | https://erasmus.erciyes.edu.tr/en/student | | |



A Transcript of Records will be issued by the institution no later than 5 weeks after the assessment period has finished. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

*After creating the profile of the higher education institution and adding the relevant general information, the higher education institution can proceed to generate Inter-Institutional Agreements with their selected partners.

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."

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁵ |
|-------------------------------|--|------------|---|
| RO IASI05 | Professor Dan CASCAVAL, Ph.D., RECTOR | 06/09/2022 |  |
| TR KAYSERIO1 | Prof. Dr. Mehmet Ulaş Çınar Erasmus Institutional Coordinator | 09/09/2022 |  |

⁵ Scanned signatures are accepted