



# Erasmus+ Programme

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

## Inter-institutional agreement 2014/15 – 2020/21

Higher Education Student and Staff Mobility

Mobility for learners and staff

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 <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Bahcesehir University</b> (Bahcesehir Universitesi)	TR ISTANBU08	<b>Nilgöl ÖZTÜRK, Institutional Erasmus Coordinator</b> Bahcesehir University Çırağan Caddesi No:4 34353 Beşiktaş İstanbul / TURKEY Ph: +90 212 381 01 93 <a href="mailto:nilgul.ozturk@bahcesehir.edu.tr">nilgul.ozturk@bahcesehir.edu.tr</a> <b>Ms. Demet ÜNLÜAKIN, Academic Coordinator Faculty of Engineering</b> Ph: +90 212 381 05 73 <a href="mailto:demet.unluakin@bahcesehir.edu.tr">demet.unluakin@bahcesehir.edu.tr</a> <b>Mrs. Josh Dollar Faculty of Education Sciences</b> Ph+ 90 212 381 5372 <a href="mailto:joshlamont.dollar@es.bahcesehir.edu.tr">joshlamont.dollar@es.bahcesehir.edu.tr</a>	<b>Information for incoming students:</b> <a href="http://international.bahcesehir.edu.tr/exchange/erasmus/incoming-students/">http://international.bahcesehir.edu.tr/exchange/erasmus/incoming-students/</a> <b>Course catalogue:</b> <a href="https://akts.bahcesehir.edu.tr/bilgi-paketi/index/index/In/en">https://akts.bahcesehir.edu.tr/bilgi-paketi/index/index/In/en</a>

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

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<b>PAISII HILENDARSKI UNIVERSITY OF PLOVDIV</b>	<b>BG PLOVDIV 04</b>	Assoc. Prof. Dr. Maria STOYANOVA Institutional Erasmus Coordinator Tel.: +359 261462 <a href="mailto:marianas@uni-plovdiv.bg">marianas@uni-plovdiv.bg</a> Mrs Nadya Kaneva Agreements' Administrator Tel.: + 359 261363 <a href="mailto:nadya@uni-plovdiv.bg">nadya@uni-plovdiv.bg</a> ;	<a href="https://uni-plovdiv.bg/pages/index/28/">https://uni-plovdiv.bg/pages/index/28/</a>
<b>FACULTY OF MATHEMATICS AND INFORMATICS</b>	<b>BG PLOVDIV 04</b>	Prof. Dr. Mancho MANEV Faculty Erasmus Coordinator Tel.: + 359 261744 <a href="mailto:mmanev@uni-plovdiv.bg">mmanev@uni-plovdiv.bg</a>	<a href="http://fmi.uni-plovdiv.bg/index.jsp?id=1&amp;ln=2">http://fmi.uni-plovdiv.bg/index.jsp?id=1&amp;ln=2</a>

### B. Mobility numbers<sup>2</sup> per academic year

[Paragraph to be added, if the agreement is signed for more than one 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.]

<b>FROM</b> [Erasmus code of the sending institution]	<b>TO</b> [Erasmus code of the receiving institution]	<b>Subject area code</b> * [ISCED]	<b>Subject area name</b> *	<b>Study cycle</b> [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	<b>Number of student mobility periods</b> Student Mobility for Studies [total number of months of the study periods or average duration*]
<b>TR ISTANBU08</b>	<b>BG PLOVDIV 04</b>	541	MATHEMATICS, INFORMATICS AND INFORMATION TECHNOLOGY	1 <sup>st</sup> cycle,	2 student * 4months = 8
<b>BG PLOVDIV 04</b>	<b>TR ISTANBU08</b>	541	MATHEMATICS, INFORMATICS AND INFORMATION TECHNOLOGY	1 <sup>st</sup> cycle,	2 student * 4months = 8

[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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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>)

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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  [total number of days of teaching periods or average duration *]
TR ISTANBU08	BG PLOVDIV 04	541	MATHEMATICS, INFORMATICS AND INFORMATION TECHNOLOGY	1 staff * 7 days=7
BG PLOVDIV 04	TR ISTANBU08	541	MATHEMATICS, INFORMATICS AND INFORMATION TECHNOLOGY	1 staff * 7 days=7

### 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 <sup>3</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU08		English		B1 English	B2 English
BG PLOVDIV 04		English	Bulgarian	B1 English	B2 English

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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>

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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

*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

**TR ISTANBU08** is able to receive students with disabilities. This can be discussed before each nomination.

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]	
TR ISTANBU08	June 1st(Nomination Deadline)  September – January (Acad. Calendar)	November 1st(Nomination Deadline)	February – June (Acad. Calendar)
Receiving institution [Erasmus code]	Autumn term* [month]	Winter term* [month]	Spring term* [month]
BG PLOVDIV 04	1 <sup>st</sup> October	1 <sup>st</sup> January	1 <sup>st</sup> April

*[\* to be adapted in case of a trimester system]*

- The receiving institution will send its decision within 1 week.
- 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
- 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

**BG PLOVDIV 04:**

Traditional grade		ECTS grade	
digital	textual	digital	textual
6	ОТЛИЧЕН	A+	EXCELLENT
5,75	ОТЛИЧЕН	A	EXCELLENT
5,5	ОТЛИЧЕН	A-	EXCELLENT
5,25	МНОГО ДОБЪР	B+	VERY GOOD
5	МНОГО ДОБЪР	B	VERY GOOD
4,75	МНОГО ДОБЪР	C+	GOOD
4,5	МНОГО ДОБЪР	C	GOOD
4,25	ДОБЪР	C-	GOOD
4	ДОБЪР	D+	SATISFACTORY
3,75	ДОБЪР	D	SATISFACTORY
3,5	ДОБЪР	E+	SUFFICIENT
3,25	СРЕДЕН	E	SUFFICIENT
3	СРЕДЕН	E-	SUFFICIENT
2,75	СЛАБ	Fx+	FAIL
2,5	СЛАБ	Fx	FAIL
2,25	СЛАБ	F+	FAIL
2	СЛАБ	F	FAIL

### Grading System TR ISTANBU08 ;

LETTER GRADE	GPA	SCALE OF 100	ECTS GRADE	PERCENTAGE	DEFINITION	EXPLANATION
A	4.00	90 - 100	A	10 %	EXCELLENT	outstanding performance with only minor errors
A-	3.67	87 - 89	B	25 %	VERY GOOD	above the average standard but with some errors
B+	3.33	84 - 86	C	30 %	GOOD	generally sound work with a number of notable errors
B	3.00	80 - 83	D	25 %	AVERAGE	fair but with significant shortcomings
B-	2.67	77 - 79	E	10 %	PASS	performance meets the minimum criteria
C+	2.33	74 - 76	FX		FAIL (INCOMPLETE)	Fail - some more work required before the credit can be awarded
C	2.00	70 - 73				
C-	1.67	67 - 69				
D+	1.33	64 - 66				
D	1.00	60 - 63				
I						

F	0.00	59 and lower	F	FAIL	Fail - considerable further work is required
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## 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
<b>TR ISTANBU08</b>	Beste ÖZTOPAL Incoming Coordinator +90 212 381 01 50 <a href="mailto:beste.oztopal@bahcesehir.edu.tr">beste.oztopal@bahcesehir.edu.tr</a>	<a href="http://international.bahcesehir.edu.tr/student-visa-residence-permit/">http://international.bahcesehir.edu.tr/student-visa-residence-permit/</a>
<b>BG PLOVDIV04</b>	<a href="mailto:iro@uni-plovdiv.bg">iro@uni-plovdiv.bg</a>	<a href="https://uni-plovdiv.bg/pages/index/160/">https://uni-plovdiv.bg/pages/index/160/</a>

## 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
<b>TR ISTANBU08</b>	Beste ÖZTOPAL Incoming Coordinator +90 212 381 01 50 <a href="mailto:beste.oztopal@bahcesehir.edu.tr">beste.oztopal@bahcesehir.edu.tr</a>	<a href="http://international.bahcesehir.edu.tr/exchange/erasmus/incoming-students/">http://international.bahcesehir.edu.tr/exchange/erasmus/incoming-students/</a>
<b>BG PLOVDIV04</b>	<a href="mailto:iro@uni-plovdiv.bg">iro@uni-plovdiv.bg</a>	<a href="https://uni-plovdiv.bg/pages/index/160/">https://uni-plovdiv.bg/pages/index/160/</a>




## 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
TR ISTANBU08	Beste ÖZTOPAL Incoming Coordinator +90 212 381 01 50 <a href="mailto:beste.oztopal@bahcesehir.edu.tr">beste.oztopal@bahcesehir.edu.tr</a>	<a href="http://international.bahcesehir.edu.tr/exchange/erasmus/incoming-students/accomodation/">http://international.bahcesehir.edu.tr/exchange/erasmus/incoming-students/accomodation/</a>
BG PLOVDIV04	<a href="mailto:iro@uni-plovdiv.bg">iro@uni-plovdiv.bg</a>	<a href="https://uni-plovdiv.bg/pages/index/160/">https://uni-plovdiv.bg/pages/index/160/</a>

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
TR ISTANBU08	Nilgül ÖZTÜRK ERASMUS Institutional Coordinator Bahcesehir University	21,07,2014	 BAHÇEŞEHİR UNIVERSITY International Exchange Office Çırağan, Bahçelievler, Beşiktaş 34353 İstanbul / TURKEY
BG PLOVDIV04	Prof. DSC Zapryan Kozludzhev, Rector	22.09.2014	 

4 Scanned signatures are accepted