



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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

<p>Name of the institution (and department, where relevant)</p> <p>Erasmus code</p>	<p>BOGAZICI UNIVERSITY Department of Electrical & Electronics Engineering</p> <p>TR ISTANBU 01</p>
<p>Contact details</p> <p>(Erasmus Institutional Coordinator and Departmental Coordinator)</p>	<p>Assoc.Prof. Hilmi Luş Erasmus Institutional Coordinator erasmus-info@boun.edu.tr</p> <p>Assist. Prof. Heba Yüksel Departmental Coordinator +90 212 359 64 14 heba.yuksel@boun.edu.tr</p>
<p>Website (eg. Of the course catalogue)</p>	<p>Office of International Relations: http://www.intl.boun.edu.tr/?q=node/43</p> <p>Information for Incoming Students: http://www.intl.boun.edu.tr/?q=node/2</p> <p>Course Catalogue: http://registration.boun.edu.tr/ Then click on General Services and Select Schedule</p>
<p>Name of the institution (and department, where relevant)</p> <p>Erasmus code</p>	<p>BRNO UNIVERSITY OF TECHNOLOGY Faculty of Electrical Engineering and Communication</p> <p>CZ BRN001</p>
<p>Contact details</p> <p>(Erasmus Institutional Coordinator and Departmental Coordinator)</p>	<p>Erasmus Institutional Coordinator: Mobility Programmes Department <i>Bc. Tomáš Lády</i> Antonínská 1, 601 90 Brno, Czech Republic Phone: +420 5 4114 5145, Fax: +420 5 4114 5115 E-mail: lady@ro.vutbr.cz</p> <p>Faculty Contact Person: <i>Jarmila Pončová</i> FEEC BUT, Research and Foreign Department, Technická 10,616 00 Brno, Czech Republic Phone: + 420 5 4114 6328, Fax: +420 5 4114 6353 E-mail: poncova@feec.vutbr.cz</p> <p>Departmental Coordinator: <i>Ing. Norbert Herencsár, Ph.D.</i> FEEC BUT, Department of Telecommunications Technická 12, 616 00 Brno, Czech Republic Phone: + 420 5 4114 6981 E-mail: herencsn@feec.vutbr.cz</p>
<p>Website (eg. Of the course catalogue)</p>	<p>http://www.feec.vutbr.cz/studium/stud_en_llp/index.php.en</p>

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 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
TR ISTANBU01	CZ BRNO01	522	Electricity and energy	1st 2nd 3rd	2 X 6 months [= 12 total]	
TR ISTANBU01	CZ BRNO01	523	Electronics and automation	1st 2nd 3rd	2 X 6 months [= 12 total]	
CZ BRNO01	TR ISTANBU01	522	Electricity and energy	1st 2nd 3rd	2 X 6 months [= 12 total]	
CZ BRNO01	TR ISTANBU01	523	Electronics and automation	1st 2nd 3rd	2 X 6 months [= 12 total]	

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 *]	Staff Mobility for Training [total number of days of training periods or average duration *]
TR ISTANBU01	CZ BRNO01	523	Electronics and automation	1[5]	1[10]
CZ BRNO01	TR ISTANBU01	523	Electronics and automation	1[5]	1[10]

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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU01		English		B2.3 level of English according to CEFR <i>or</i> TOEFL score (550 + TWE 4.5 for paper-based test, 213 + TWE 4.5 for computer-based test, 79 + TWE 24 internet-based test) <i>or</i> IELTS score (6.5) Proof of proficiency may be required	Minimum recommended level: B2
CZ BRNO01		English		B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution:

¹ 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>

D. Additional requirements

TR ISTANBU01:

- Boğaziçi University sends all exchange applications to academic departments. The departments evaluate each application and give acceptance decisions. The evaluation is based on the background of the student in the selected area and match between this background and the courses to be taken while at Boğaziçi University.
- Boğaziçi University has infrastructure in place for the visually impaired students. Special arrangements must be made at the time of application.

CZ BRNO01

Additional requirements for incoming students: basic knowledge of technical university physics, mathematics and theoretical electrical engineering – minimal grade 6/10.

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 ISTANBU01	April 30	October 15
CZ BRNO01	Application Deadlines (by students) Autumn semester/Full academic year: 31 th May	Application Deadlines (by students) Spring semester: 15 th November

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

2. The receiving institution will send its decision within 6 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

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."

TR ISTANBU 01:

All applications should be addressed to [erasmus-incoming @boun.edu.tr](mailto:erasmus-incoming@boun.edu.tr). Boğaziçi University will send its decision within 4 to 7 weeks. A Transcript of Records will be issued by Boğaziçi University no later than 5 weeks after the assessment period has ended. The transcript will be delivered by regular post and as such the actual date the transcript reaches the participant and/or the home institution may take additional 2 to 4 weeks depending on the postal services. The agreement may be terminated with a notice of at least one academic year.

F. Information

1. Grading systems of the institutions

TR ISTANBU 01:

Boğaziçi University historically uses a credit-hour system in which the credits of a course indicate the weekly contact (lecture, laboratory, problem session) hours. The grading system uses letter grades ranging from the highest grade AA to the failing grade F, with the highest corresponding to 4.0/4.0. More recently the European Credit Transfer System (ECTS) has also been put in use as a parallel system, and the ECTS credits of the courses taken by the students are provided on the transcripts prepared by the Registrar. The grades and symbols that may appear on a transcript are explained in the table below; also provided is the conversion between local and ECTS grades employed by Boğaziçi University:

Grade		Weight		
AA	Excellent	4.00	I	Incomplete
BA	Good-Excellent	3.50	R	Repeat
BB	Good	3.00	W	Withdrawn
CB	Passing-Good	2.50	L	On leave
CC	Passing	2.00	NC	Non-credit
DC	Passing-Poor	1.50	NP	Not-present
DD	Poor	1.00		
F	Failed	0		
P	Pass			

Boğaziçi Grade	ECTS Grade
AA	A
BA	B
BB	C
CC	D
DD	E
F	FX
F	F

BUT Grading System		
A	(90-100)/100	Excellent
B	(80-89)/100	Very good
C	(70-79)/100	Good
D	(60-69)/100	Satisfactory
E	(50-59)/100	Sufficient
F	(0-49)/100	failed

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
TR ISTANBU01	Jana Stolarikova Tel.: +90 212 359 72 59 E-mail : erasmus- incoming@boun.edu.tr	www.intl.boun.edu.tr
CZ BRNO01		https://www.vutbr.cz/en/studies/study- abroad/information-for-incoming-students

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
TR ISTANBU01	Jana Stolarikova Tel. : +90 212 359 72 59 E-mail : erasmus-incoming@boun.edu.tr	www.intl.boun.edu.tr
CZ BRNO01		https://www.vutbr.cz/en/studies/study-abroad/information-for-incoming-students

TR ISTANBU 01

There is no automatic insurance coverage at Boğaziçi University for visiting students. All services at the University Health Center are provided free of charge to all graduate and undergraduate students. University Health Center is suitable only for small routine medical procedures. It is therefore strongly recommended that visiting students obtain private health insurance with sufficient coverage from their home country.

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 ISTANBU01	superdorm@boun.edu.tr	www.superdorm.info
CZ BRNO01	E-mail: ubytovatelky@skm.vutbr.cz Tel. +420 541 142 930-3	http://www.kam.vutbr.cz/english/

TR ISTANBU 01

The "Superdorm" is the only dormitory for visiting students and confirmation of request is determined by the availability of rooms. All communication on housing issues should be carried out directly with the Superdorm.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU01	<p>Assoc.Prof. Hilmi Luş Associate Prof. of Civil Eng. Erasmus Institutional Coordinator</p>	09/12/2013	 
CZ BRNO01	<p>doc. Ing. Jiří Háze, Ph.D. Vice-Dean of FEEC BUT for External Relations</p>		

² Scanned signatures are accepted