



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional agreement 2017/18–2020/21 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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Bogaziçi Üniversitesi	TR ISTANBU 01	Erasmus Institutional Coordinator Prof. Dr. Zeynep Atay, Erasmus Agreements Coordinator Kathryn İzgi Tel. : +90 212 359 74 62 ; erasmus.agreements@boun.edu.tr Office of International Relations Bogazici University South Campus OFB building PO Box 2, Bebek Bebek-Istanbul, TURKEY	Office of International Relations: http://www.intl.boun.edu.tr Information for Incoming Students: http://intl.boun.edu.tr/?q=erasmus-program Course Catalogue: http://registration.boun.edu.tr/ Then click on General Services and Select Schedule.

Boğaziçi University Environmental Sciences Institute	TR ISTANBU01	Erasmus+ Institute Coordinator Ferhan Çeçen cecenf@boun.edu.tr (90) 212 359 7256	https://esc.boun.edu.tr/
Charles University Faculty of Science Department of Zoology	CZ PRAHA07	Contact person of this agreement: Faculty Erasmus Coordinator: Dr. Dagmar Chalupova dagmar.chalupova@natur.cuni.cz +420 221 951 367 Erasmus Departmental Coordinator: Dr. Jan Havlicek jhavlicek@natur.cuni.cz +420 221 951 853	http://www.cuni.cz

B. Mobility numbers per academic year

The partners commit to amend the tables below in case of changes in the mobility data by:

TR ISTANBU01: no later than 30th of September in the preceding academic year.

CZ PRAHA07: no later than 30th of September 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
						Number of students / total months
						Number of students / total months
TR ISTANBU01	CZ PRAHA07	521	Environmental Sciences	2 nd 3 rd	2 for 10 months	1 student for 3 months (evaluation will

						be done case by case)
CZ PRAHA07	TR ISTANBU01	421	Biology Biology and Biochemistry	1 st 2 nd 3 rd	2/10	1/6

FROM	TO	Subject area code	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
TR ISTANBU01	CZ PRAHA07	521	Environmental Sciences	1 teacher, 3 weeks in total	N/A
CZ PRAHA07	TR ISTAMBU01	421	Biology and Biochemistry	1/14	1/14

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
TR ISTANBU01				B2.3 level of English according to CEFR or TOEFL score (550 + TWE 4.5 for paper-based test, 213 + TWE 4.5 for computer-based test, 79 + TWE 24 internet-based test)	Minimum recommended level: B2

				Or <u>IELTS</u> score (6.5) Proof of proficiency may be required	
CZ PRAHA07	421	Czech	English	CEFR: B2	CEFR: B2

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

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.

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	Nomination: April 1 Application: April 30	Nomination: October 1 Application: October 15
CZ PRAHA07	15th June	31 October

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

CZ PRAHA07:

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.
4. Termination of the agreement: 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. Neither the European

Commission nor the National Agencies can be held responsible in case of a conflict.

TR ISTANBU01:

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

CZ PRAHA07: Information regarding grading systems of the Charles University:

WWW for Incoming Students	http://www.cuni.cz/UK-928.html
WWW Course Catalogue	http://www.cuni.cz/UK-2047.html
ECTS Users' Guide ¹	http://is.cuni.cz/studium/eng/predmety/index.php

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 74 94 E-mail : erasmus-incoming@boun.edu.tr	http://intl.boun.edu.tr/?q=visa
CZ PRAHA07	Visa Information erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2045.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.

TR ISTANBU01

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.

Turkish authorities will ask for a **proof of minimal health insurance coverage** to issue student residence permits. could inform your outgoing students as well. Please follow this link for detailed information about the details of this insurance: <http://www.intl.boun.edu.tr/?q=node/183>

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

¹ 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.

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU01	Jana Stolarikova Tel. : +90 212 359 74 94 erasmus-incoming@boun.edu.tr	http://intl.boun.edu.tr/?q=health-insurance-erasmus-exchange-and-special-student
CZ PRAHA07		http://www.cuni.cz/UK-2045.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.

TR ISTANBU01

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.

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	http://intl.boun.edu.tr/?q=housing-erasmus-exchange-mevlana-and-special-students
CZ PRAHA07		http://www.cuni.cz/UK-2073.html

PG. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU 01	Erasmus Institutional Coordinator: Prof. Dr. Naz Zeynep Atay Gök	27.11.2017	Office of International Relations Boğaziçi University Bebek, Istanbul, Turkey +90 212 359 74 21
CZ PRAHA07	Faculty Erasmus Coordinator: Dr. Dagmar Chalupová Tel.: +420 221 95 1367 email: dagmar.chalupova@natur.cuni.cz	28.10.2017	VERZITA KARLOVA PŘÍRODOVĚDNÁ FAKULTA PRAHA 18 Albertov 602/43 Praha 2 IČO: 0016208, DIČ: CZ00216208 UK - 106

² Scanned signatures are accepted