



Erasmus+ Programme

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

Inter-institutional¹ agreement 2016-2021 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 (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Website (eg. of the course catalogue)
İhsan Doğramacı Bilkent University	TR ANKARA07	Prof. Orhan Aytür ERASMUS Institutional Coordinator exchange@bilkent.edu.tr Tel: +90 312 290 2748 Erkin Tarhan, Exchange Programs Coordinator, Office of International Students and Exchange Programs exchange@bilkent.edu.tr Tel: +90 312 290 1065	http://www.bilkent.edu.tr/bilkent/academic/exchange/
Accademia Nazionale d'Arte Drammatica Silvio d'Amico	I ROMA 29	Daniela Bortignoni Director Via vincenzo bellini,16 – 00198 Roma 0039 068543680 Segreteria.direttore@accademiasilviiodamico.it	www.accademiasilviiodamico.it

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

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 January in the preceding academic year.

Student Mobility (SMS)

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 ANKARA07	I ROMA 29	0215	Music and Performing Arts	1 st	2-10 months	0
I ROMA 29	TR ANKARA07	0215	Music and Performing Arts	1 st	2-9 months	0

Staff Mobility (STT or STA)

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 *
TR ANKARA07	I ROMA 29	0215	Music and Performing Arts	1 teacher for 2-4 days	1 staff for 2-4days
I ROMA 29	TR ANKARA07	0215	Music and perf. arts	1 teacher for 2-4 days	1 staff for 2-4days

³ 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>)

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ANKARA07	215	English		B1	B1
I ROMA 29	215	Italian		Italian: C1	Italian: C1

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

D. Additional requirements

Institution	Details
TR ANKARA07	<p>Exchange students can only be accepted if their application and portfolio meet the requirements and if there are enough free places.</p> <p>A telephonic interview will be organized for selection purposes.</p> <p>List of documents to be sent :</p> <ul style="list-style-type: none"> - A learning agreement completed - a CV in Italian or English - transcripts of record translated in English - Photobook and a showreel
I ROMA 29	<p>Exchange students can only be accepted if their application and portfolio meet the requirements and if there are enough free places.</p> <p>A telephonic interview will be organized for selection purposes.</p> <p>List of documents to be sent :</p> <ul style="list-style-type: none"> - A learning agreement completed - a CV in Italian or English

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>

	<ul style="list-style-type: none"> - transcripts of record translated in English - Photobook and a showreel
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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 ANKARA 07	May 15 th	November 15 th
I ROMA 29	1 st May of the academic year preceding the year of the mobility	1 st September of the academic year preceding the year of the mobility

2. The receiving institution will send its decision within [6] weeks or as soon as possible until the end of June
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

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. 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

Institution	Details			
TR ANKARA 07	<p>Bilkent University's official grading system uses letter grades with pluses and minuses. Passing grades range from A+ to D; F, FX grades fail. The quality-point equivalents of the grades are as follows: A+ = 4.00, A = 4.00, A- = 3.70, B+ = 3.30, B = 3.00, B- = 2.70, C+ = 2.30, C = 2.00, C- = 1.70, D+ = 1.30, D = 1.00, F = 0.00, FX = 0.00 For more information; http://catalog.bilkent.edu.tr/current/general/grading.html</p>			
I ROMA 29	Scala ECTS	Percentuale di riferimento	PERCENTUALE DI	Voti

			ESAMI	
	A	10	10.09	30L
	B	25	24.98	30
	C	30	24.38	28-29
	D	25	30.16	24-27
	E	10	10.39	18-23

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 ANKARA 07	Office of International Students and Exchange Programs exchange@bilkent.edu.tr Tel: +90312 2901065	http://www.bilkent.edu.tr/bilkent/academic/exchange/visa_permit.html
I ROMA 29	Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education. Contact : Francesco Alessandro Midena midena@accademia.silviodamico.it	www.accademiasilviodamico.it

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 ANKARA 07	exchange@bilkent.edu.tr	http://www.bilkent.edu.tr/bilkent/academic/exchange/cost.html
I ROMA 29		ww.accademiasilviodamico.it


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 ANKARA 07	dormexchange@bilkent.edu.tr +90 312 290 40 15	http://www.bilkent.edu.tr/bilkent/academic/exchange/accommodation.html
I ROMA 29	Our Academy is not able to provide accommodations for exchange students.	ww.accademiasilviodamico.it For assistance, contact Alessandro Midenà midenà@accademiasilviodamico.it

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
TR ANKARA 07	Prof. Orhan Aytür Vice-Rector, Institutional ERASMUS-Coordinator		
I ROMA 29	Daniela Bortignoni Director	6/10/2014	



5

Scanned signatures are accepted

6