INNOTISSUE

STUDENT HANDBOOK
Biomaterials & Tissue Engineering

2026–2028

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Erasmus+ Programme
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FOREWORD

Dear Students,

We are pleased to welcome you to the INNOTISSUE Erasmus Mundus Joint Master's Program, which is redefining the boundaries of modern medicine.

This handbook has been prepared to guide you on this unique journey, developed in collaboration with Yildiz Technical University (YTU) in Turkey, National University of Science and Technology Politehnica Bucharest (UNSTPB) in Romania, and International University of Catalonia (UIC) in Spain, from the admission process to your graduation. Our program aims to train you to become the world's future leaders in biomaterials and tissue engineering.

In line with the Erasmus Mundus vision, you will experience not only academic excellence but also cultural richness and interdisciplinary collaboration through the mobility you will achieve between institutions in different countries. With a broad curriculum ranging from the complex world of hydrogels to groundbreaking technologies such as bioprinting in space, you will be at the forefront of the era of personalized medicine. This guide contains information on course structure, ECTS credit distribution, master's thesis requirements, and practical details about campus life in different countries. We want you to know that we are with you every step of your academic development.

We wish each of you outstanding success on this journey of technological convergence and innovation. We look forward to supporting you throughout this academic journey.

On behalf of the INNOTISSUE Consortium,
Cem Bulent Ustundag

Welcome and General Overview

Welcome to the INNOTISSUE Family!

Dear INNOTISSUE student,

We sincerely congratulate you on your acceptance into the INNOTISSUE program, one of Europe's most prestigious educational networks in the field of biomaterials and tissue engineering.

This handbook has been prepared to guide you on your academic journey from Turkey to Spain and Romania. Here you will find all the essential information you need, from registration processes to mobility rules.

We wish you outstanding success in this adventure, where you will become part of a global scientific network, not just earn a diploma. We look forward to transforming the healthcare ecosystem together!

1. Admission & Enrollment

Admission Conditions and Eligibility: Applicants must have a bachelor's degree with at least 180 ECTS credits in fields such as Bioengineering, Biomedical Engineering, Materials Science, Medicine, Genetics, etc., and a minimum B2 level of English proficiency (TOEFL iBT 92, IELTS 6.5, etc.). The evaluation process is conducted using a multidimensional and transparent scoring system:

Criterion	Weight
Academic achievement	40
Research/professional experience and references	20
Motivation letter	10
Interview	30

Enrollment procedures at each partner university:

Applications are accepted via an online platform.

- Initial registration procedures are carried out at YTU at the beginning of the fall semester.
- Local registration procedures for the third and fourth semesters are carried out through the international offices of UIC and UNSTPB.

Required documents: For final registration, the originals of the transcript, diploma, letter of intent, reference letters, language certificate, passport copy, biometric photo, and health insurance documents must be submitted.

Academic calendar: Applications are generally accepted between September and December; preliminary evaluations are completed in January, interviews are held in February, and acceptance notifications are sent.

Student Status and Registration Rules: Students must renew their registration at the beginning of each semester according to their institution (via OBS at YTU, via MOODLE at UNSTPB/UIC)

and maintain their full-time student status. Furthermore, in accordance with the Equality and Inclusion (EDI) principle, a 50% gender balance is proactively applied across all cohorts during the registration process, and individualized support plans are offered for applicants with special needs.

Digital Platforms: Student Information System (OBS) The OBS (Student Information System) platform is your primary tool for managing your academic life at Yildiz Technical University. Through this system, you can register for courses, view your current course schedule, and check your end-of-term grades. Activating Your OBS Account:

- Go to https://obs.yildiz.edu.tr/ and log in.
- Your username and temporary password will be sent to you by the university via email before the semester begins.
- Upon your first login, you will be asked to update your contact information (phone and email) and change your password for security reasons.

Course Registration: You can access a detailed guide on course selection and registration procedures at https://erasmus.yildiz.edu.tr/page/Erasmus--Europe/Course-Registration/843.
Technical Support: If you experience a technical issue accessing your OBS account, you can get support by sending an email with a screenshot of the problem to obs@yildiz.edu.tr

2. Academic Structure & Mobility

Semester Breakdown and ECTS: The program consists of a total of 120 ECTS and is divided into four groups: Basic Theoretical Courses, Applied Modules, Multidisciplinary Courses, and Ethics/Seminar Courses.

Mandatory Mobility Scheme: The 1st Year (1st and 2nd Semesters) is completed at the coordinating university, YTU (Turkey). The second year (3rd and 4th semesters) is carried out at consortium partners UIC (Spain) and UNSTPB (Romania) for specialization courses and thesis work.

Mobility Calendar: At the end of the first year (at the end of the spring semester), students finalize their transfer plans with representatives from UIC and UNSTPB based on their thesis topics and orientations.

Responsibilities of the student and host institutions: The student is responsible for fulfilling their academic obligations, while the host institutions are responsible for providing uninterrupted education, laboratory access, and adaptation support.

Recognition of credits (ECTS transfer): As required by the Erasmus Mundus structure, learning outcomes and degrees (ECTS) are fully and mutually recognized among all partners.

3. TÜRKİYE (YTU) DETAILED STUDENT GUIDE

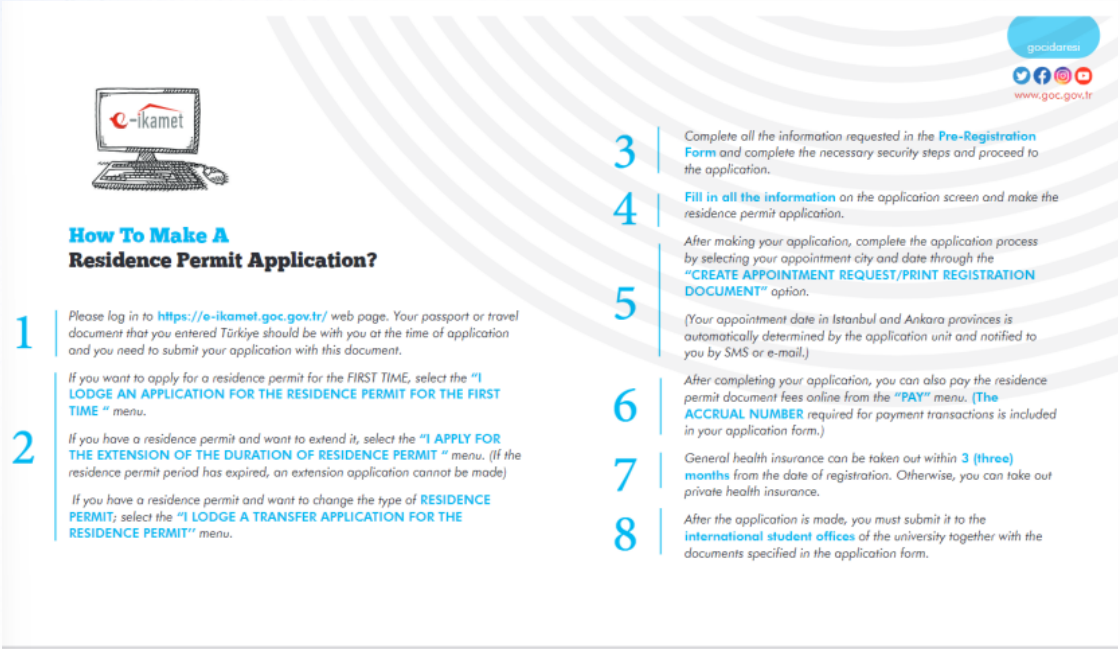
3.1. Visa, Residence Permit & Legal Issues

Visa and Entry Requirements It is critical for students to be aware of the entry and residence formalities for Turkey.

- Individual Responsibility: The visa application is entirely the responsibility of the student; the Erasmus Office does not intervene in the process. As the process can take a long time, it is recommended that you apply as soon as you receive your acceptance letter.
- Acceptance Letter: The acceptance letter required for the visa application is sent after approval by the relevant academic department at YTU.
- Visa Exemption and Special Conditions: Some EU/EEA citizens may be exempt from visas; however, all students staying in Turkey for more than 90 days (even if they enter without a visa) must obtain a residence permit. For third-country nationals, special visa regimes may apply even if they have residency in an EU country.
- Turkish Citizens and Blue Card: Students with this status are exempt from visa and residence permit procedures.

Residence Permit Procedures All foreign students who will stay in Turkey for more than 90 days must apply for a "Residence Permit for Study Purposes" within the legal time frame. This process is carried out by the Directorate General of Migration Management; universities do not have approval authority.

- Application Timing: Applications must be submitted within the legal timeframe after entry. Extension applications must be submitted 60 days (2 months) before the expiration of the current permit.
- Application Steps:
    1. Apply online via e-ikamet.goc.gov.tr.
    2. Provide your fingerprints at the relevant center.
    3. Submit your file to the YTU International Student Office (Davutpaşa Campus, Taşbina, Room A-1019).
- Required Documents: Signed application form, original and copy of passport (identity, visa, entry stamped pages), current student certificate, 4 biometric photos, comprehensive health insurance, address declaration document (notarized rental contract or dormitory document), and residence permit card fee receipt.
- Follow-up and Contact: Your card will be sent to the address you provided in your online application. For questions, please call the 157 (YIMER) call center.



3.2. City and Campus Guides

Accommodation & Living Conditions

- YTU: Does not offer on-campus dormitory facilities. Accommodation is the individual's responsibility.
- UNSTPB & UIC: UNSTPB provides limited dormitory capacity; UIC offers guidance on contracted residences.

Shared Houses and Private Dormitories: International students often choose to share a house with other students or stay in private dormitories near the campus. During this process, it is critical to contact the **ESN Yildiz** ESN YTU (Erasmus Student Network) team and your assigned **buddy** network to select a safe area.

- **Rental Process and Deposit:** Before renting a home in Istanbul, read the contract carefully. **A "Security Deposit" (**equivalent to one- or two-months' rent**)** is usually required. This deposit is refunded if the property is not damaged or if you do not move out before the end of the contract.

- **Address Notification:** Once your accommodation is finalized, be sure to notify the **Erasmus** Office of your address and phone number so that you can be contacted.

3.3. City Transportation and Campus Access

Transportation in Istanbul and Istanbulkart: Istanbulkart is the only payment method valid on all public transportation vehicles in Istanbul (buses, metro, tram, Marmaray, ferry).

- **Obtaining a Card:** You can purchase an anonymous card from the yellow/blue ticket machines (Biletmatik) located at stations.
- **Student Discount:** To use public transportation at a discounted rate, you must apply for a "Discounted Istanbulkart" (https://www.istanbulkart.istanbul/basvuru-merkezleri). During the application process, you must provide **your 11-digit YÖKSİS number**, **which starts with 98**, found on your student ID or OBS account.
- **Application Process:** You can visit your nearest location with your registration documents and receive your card immediately. Please review the required documents and current card fees: https://www.istanbulkart.istanbul/kartlarimiz#indirimli-kart&[name=tab_6]

University Shuttle Services: Free shuttle services are available for transportation within and between campuses. To use the services, you must scan your student card each time you board.

Davutpasa ↔ Yildiz Campus

Davutpasa Campus Internal Shuttle

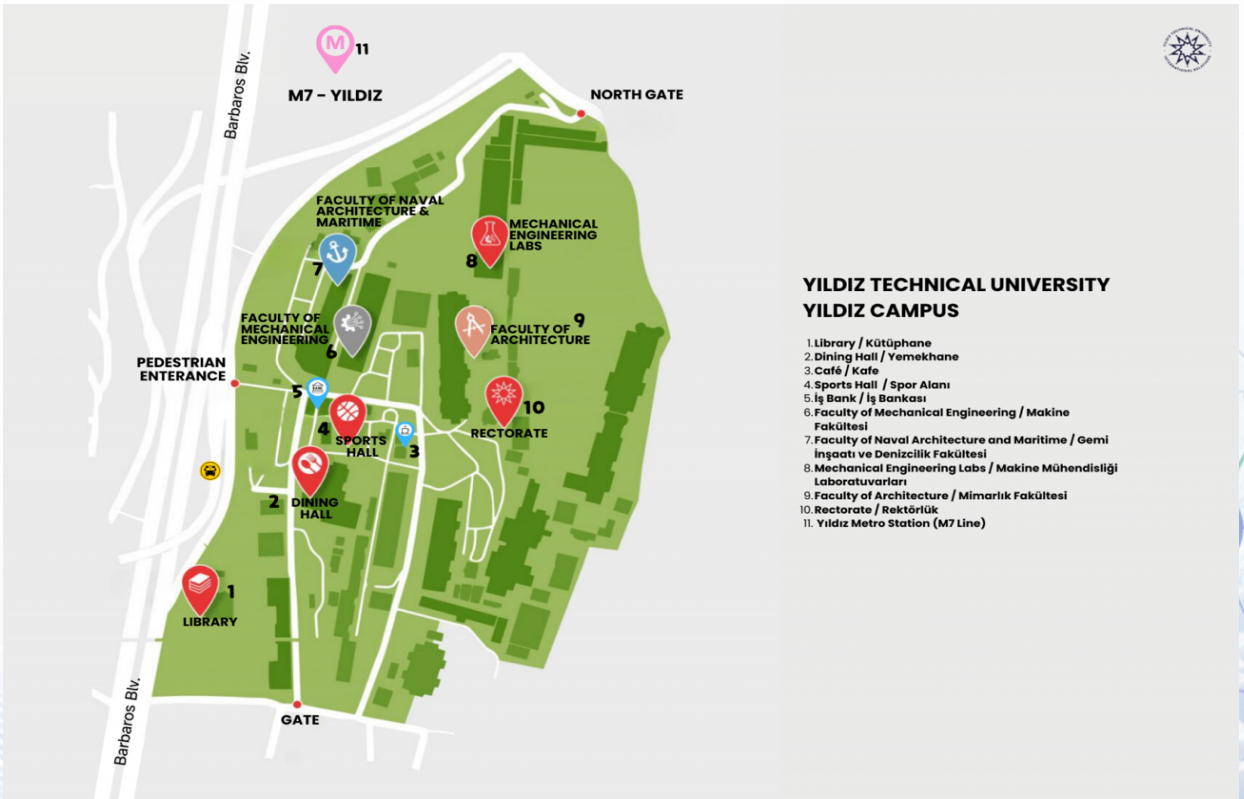
Davutpasa Campus ↔ Cevizlibag Metrobus Station

Campus	Transportation Type	Detailed Directions
Yildiz Campus (Besiktas)	Metro	Take the M7 (Yildiz–Mahmutbey) line and get off at the **Yildiz** stop.
	Bus	Many İETT bus lines heading towards Beşiktaş pass near the campus.
	Metrobus	After getting off at Zincirlikuyu station, transfer to buses heading towards Beşiktaş.
	Ferry / Motorboat	After getting off at Besiktas Pier, you can walk along Barbaros Boulevard or take a bus/minibus.

Campus	Transportation Type	Detailed Directions
Davutpasa Campus (Esenler)	Metro	Take the M1A (Yenikapı–Atatürk Airport) line and get off at the **Davutpasa–YTU** stop (Gate A).
	Bus	The 41AT (departing from Cevizlibag) and 85C (departing from Kazlicesme Marmaray) lines provide transportation to the campus.
	Marmaray	After getting off at the Kazlicesme stop, transfer to the 85C bus.
	Metrobus	After getting off at the Cevizlibag stop, use the overpass to board the 41AT bus or the university shuttle service.

YILDIZ TECHNICAL UNIVERSITY
DAVUTPASA CAMPUS

1. Library / Kütüphane
2. Congress Centre / Kongre Merkezi
3. Otağ-ı Humayun
4. School of Foreign Languages / Yabancı Diller Yüksek Okulu
5. Central Lab / Merkez Lab
6. Faculty of Civil Engineering / İnşaat Fakültesi
7. Faculty of Art and Design / Sanat ve Tasarım Fakültesi
8. Central Garden / Orta Bahçe
9. Taşbina - Rectorate (Administrative Offices) / Taşbina Rektörlük (İdari Ofisler)
10. Erasmus Office / Erasmus Ofisi (Taşbina, A-2027)
11. Hictorical Bath / Tarihi Hamam
12. Café, Restaurant / Büyükev
13. Dining Hall, Café, İşbank, Stationary / Yemekhane, Kafe, İşbank, Kırtasiye
14. Café, Yıldız Store, Market (A101)
15. School of Physical Education, Gym / Beden Eğitimi Bölümü, Spor Salonu
16. Students' Club Valley / Öğrenci Kulüpleri Vadisi
17. Faculty of Education / Eğitim Fakültesi
18. Indoor Swimming Pool / Kapalı Yüzme Havuzu
19. Medico Centre / Mediko
20. KYK Student Dorms / KYK Öğrenci Yurtları
21. Lodgement / Lojman
22. Faculty of Electrical and Eloctronics Engineering / Elektrik-Elektronik Fakültesi
23. Faculty of Science and Letters / Fen Edebiyat Fakültesi
24. Faculty of Chemical and Metallurgical Engineering/ Kimya-Metalürji Fakültesi
25. Faculty of Economics and Administrative Sciences / İktisadi ve İdari Bilimler Fakültesi
26. Yıldız Teknopark
27. Davutpaşa YTÜ Metro Station



YILDIZ TECHNICAL UNIVERSITY
YILDIZ CAMPUS

1. Library / Kütüphane
2. Dining Hall / Yemekhane
3. Café / Kafe
4. Sports Hall / Spor Alanı
5. Iş Bank / İş Bankası
6. Faculty of Mechanical Engineering / Makine Fakültesi
7. Faculty of Naval Architecture and Maritime / Gemi İnşaatı ve Denizcilik Fakültesi
8. Mechanical Engineering Labs / Makine Mühendisliği Laboratuvarları
9. Faculty of Architecture / Mimarlık Fakültesi
10. Rectorate / Rektörlük
11. Yıldız Metro Station (M7 Line)

3.4. Student Services & Campus Facilities

Student ID Card and Application Process All INNOTISSUE students are issued student ID cards by the Erasmus Office at the beginning of the semester. Cards are usually delivered during or after "Welcome Week" in exchange for a signature.

- **Important Photo Rule:** For your card to be printed, you must upload a clear, color, passport-standard (biometric-like) photo to your account at [address]. Do not upload a selfie or a copy of your passport; make sure your face is clearly visible and without shadows.
- **Mandatory Use:** You must always carry this card with you on campus and in facilities such as the library. You must scan your card at the turnstiles at the entrances.

Adding Funds to ID Card: You must add funds to your card to use services such as cafeterias and shuttle buses. There are two main ways to do this:

A. Via Bank Account (Recommended)

To convert your card into a payment method, you must open a free account at the **İş Bankası** branch on campus.

- **Linking Your İş Bankası Account:** You can link your bank card to your student ID using the **Cüzdanmatik** devices located next to the cafeterias.
- **Loading Methods:**
  - **İşCep:** Quick transfer via the İş Bankası mobile app.
  - **YTUKART Website:** Online loading by logging in with your OBS username and password at the address.
  - **SoliClub App:** Download the SoliClub app, register your card, and use the QR code to pass through the turnstiles and load your balance.

B. Without a Bank Account

- **Orange Kiosks:** You can load cash using the orange touchscreen kiosks located in the cafeterias on both campuses.

- **Cash Payment at Branches:** You can load your balance with cash by going to İş Bankası branches and providing your YÖKSİS number (starting with 98, as written on your student ID).

Libraries and Laboratories: Each campus has its own library. You must scan your student ID card to pass through the turnstiles at the entrance doors.

Disability and Special Needs Support: In accordance with our anti-discrimination policies, all three campuses provide accessible digital learning tools, modified laboratory stations, and barrier-free campus facilities for students with disabilities and special needs. If you have any physical disability or special assistance needs, please email incoming@yildiz.edu.tr to report your situation.

Internet and Wi-Fi Access: You can use your OBS username and password to access the internet across the campus. You can also use the **EduRoam** service, which provides access to university networks worldwide. For setup details: http://www.eduroam.yildiz.edu.tr/

Health, Sports, and Social Life:

- **Medical Centers:** Our on-campus health centers (Mediko) provide services for emergency health situations and minor ailments: http://www.mediko.yildiz.edu.tr/
- **Sports Facilities:** A semi-Olympic indoor pool, fitness center, tennis/basketball courts, and soccer fields are available. Registration with a student ID and a small fee are required for some facilities: http://www.spor.yildiz.edu.tr/
- **Student Clubs:** You can join more than 50 active student clubs for cultural and social development. Club list and contact details: http://www.kultur.yildiz.edu.tr

3.5. Health, Insurance & Safety

Mandatory Health Insurance Requirements: To obtain a residence permit in Turkey, you must have a valid Foreign Health Insurance policy within Turkey or register with the SGK (Social Security Institution). During the mobility phase, insurance costs are covered by the host institution (in accordance with Erasmus Mundus standards).

Psychological Counseling Services: Free psychological counseling services are offered at the Medico-Social Centers of all three universities for adaptation and stress management.

Human Dignity and Laboratory Safety: When working with biomaterials, all procedures are based on the principle of 'absolute respect for human dignity' and must comply with the Medical

Device Regulation (MDR). Ethical standards must be strictly adhered to avoid the risks of bio-objectification.

3.6. Financial Matters

Obtaining a Tax Identification Number You will need a Tax Identification Number for all financial transactions, such as opening a bank account in Turkey and paying the residence permit card fee.

- **Online Application:** Go to "https://dijital.gib.gov.tr/" and click on the "Application for Non-citizen's Potential Tax Number" button.

- **Process:** After filling out and confirming the form, save the PDF document provided by the system. Your tax number will be included in this document.
- **In Case of Error:** If the system does not allow online applications, you must go in person to the **Istanbul Tax Office** Directorate **in Fatih** (Vatan Caddesi) with your passport. (https://ivdb.gib.gov.tr/vergi-dairesi-mudurlukleri)

Opening a Bank Account and Branches: To open a bank account, simply visit a bank branch with **your passport** and **tax number**. There are two main banks on our Davutpaşa and Yildiz campuses:

1. **İş Bankası:** For student ID card transactions and daily expenses.

2. **Ziraat Bank:** Especially for grant transactions.

Grant Transactions - Important Note (For ICM/KA-171 Students): Grants for Erasmus students (ICM/KA-107/KA-171/non-European) will only be deposited through **Ziraat Bank**.

- **Euro Account:** You must open a **Euro Account** at Ziraat Bank.
- **Bankbook:** You must scan the red bankbook provided when opening the account and upload it to the application system (Application Tool). The grant transfer cannot be made without this document.

Budget Management and Student Discounts:

To optimize your living costs in Istanbul, it is strongly recommended that you take advantage of the following opportunities:

- Campus Cafeterias: With your YTU student ID card, you can benefit from healthy and very affordable lunch/dinner meals subsidized by the university.
- Discounted Transportation (İstanbulkart): The "Student İstanbulkart," which offers over 50% discount on public transportation, will be your budget's best friend.
- Cultural Integration (Museum Pass): You can enjoy the rich cultural heritage by obtaining a Museum Pass, which allows you to visit hundreds of museums and historical sites in Turkey almost free of charge. For detailed information and a list of museums: https://muze.gov.tr/

Scholarships and Tuition Fees:

Scholarship students are exempt from tuition fees. Students without scholarships are required to pay the tuition fee of €5,000 according to the specified schedule. Scholarship payments are made by the host partner university in the country where the student is located during that period.

4. ROMANIA (UNSTPB) DETAILED STUDENT GUIDE

POLITEHNICA Bucharest, Romania's most preferred university, hosting more than 3,000 international students, welcomes its students with the vision of "Equip Today with Innovation, Shape the Future."

4.1. Admission, Registration Process, and Required Documents

When starting your education in Romania, it is crucial to follow the bureaucratic processes step by step:

- **Registration Documents:** When registering at the university, you must submit your ID/passport, original educational documents, and certified translations of these documents in Romanian, French, or English. You will also be required to provide your acceptance letter, D/SD type student visa, proof of payment, and 4 passport photos (3/4 cm).
- **Document Legalization:** It will make your job easier if you have your documents in a foreign language, such as your birth certificate and driver's license, certified translated and legalized (apostilled) at the Romanian Embassy or Consulate before leaving your country.

4.2. Digital Student Platforms

After completing your registration, you will gain access to the platforms offered by the university:

- **MyUPB:** This is the main system used to activate new student accounts. You can access your account information by logging in with the passport or ID number you used during registration.
- **Moodle:** This is the virtual learning environment used to access course content, download presentations, and upload seminar materials.
- **Student Portal:** You must log in to this portal to view your grades and follow useful official documents.

4.3. Visa, Residence Permit, and Banking Transactions

- **Visa Application:** Students who are not EU citizens must obtain a long-term (D-type) student visa, which grants them the right to enter the country for up to 90 days. During the application process, you will be asked to prove your place of residence in Romania and show that you have at least €5,000 in your bank account.

- **Residence Permit:** After entering the country and completing your university registration, you must obtain a residence permit. You must submit your application in person to the General Inspectorate for Immigration at least 30 days before your current visa expires.
- **Bank Account:** It is very important to open a Romanian bank account to pay bills or transfer money. You can do this with your passport, proof of address (rental contract or dormitory certificate), and university student ID.

4.4. Health Insurance Details

- To cover your first few weeks in Romania, you should take out private health insurance or travel insurance before arriving in the country.
- After completing your university registration, you must register with the Romanian state health insurance system; your birth certificate will be required at this stage.
- Non-EU students must submit their documents to CASMB in order to be eligible for medical assistance.
- **Important Note:** All international students over the age of 26 are required to pay health insurance premiums. In addition, since state insurance only covers part of the costs, it is strongly recommended that you take out additional private insurance.

4.5. Transportation Network (Bucharest and Piteşti)

- **Airport Transfer:** You can reach the city in 25 minutes (€2) by taking the train from Henri Coanda International Airport to Bucharest North Train Station. Also, the 100 Express bus runs every 15 minutes during the day and every 30 minutes at night, and a 90-minute ticket costs less than €1. If you want to take a taxi from the airport, the fare is around €15-20; Uber or Bolt are also options.
- **Transportation within Bucharest:** The public transportation network is called STB. You can buy single-ride or 10-ride tickets, and you can benefit from significant student discounts on monthly or yearly passes.
- **Transportation to Pitești:** For students traveling from Bucharest to Pitești, trains or buses departing from the North Train Station offer service for €6. Publitrans 2000 buses are used for public transportation in Pitești, and a single ride costs €0.40. Taxis in Pitești charge between €0.40 and €0.60 per kilometer.

4.6. Living Expenses and Accommodation

- **Monthly Budget Breakdown:** A budget of €300 for food, €200 for social life, €30 for transportation, and €100 for other expenses is recommended.
- **On-Campus Dormitories (€100-150):** There are dormitories with a total capacity of 13,700 in Bucharest and Pitești. You can apply for these dormitories, which are quite affordable, using the forms you will receive from the Admission Office upon arrival.
- **Private Houses and Rooms (€350-500):** If you are renting a house, you should add around €40-50 per month for bills and €20 for internet expenses to your budget. There may be residences or shared houses specifically for students, but the university clearly warns students not to make any payments (deposits, etc.) or transfer money without seeing the house first.

4.7. Campus Social Life and Facilities

- **Bucharest Campus: * Food and Sports:** It has 6 different restaurants where a full meal starts at €6. There are soccer fields, volleyball/basketball courts, and a comprehensive fitness center.
    - **Library and Health:** The library provides access to over 1 million printed works, digital databases, and the European Documentation Center. Health services are provided free of charge to international students at the Medical Center located on the REGIE student campus ( ).
    - **Social Life:** There are over 16 active student clubs, including the AUF-supported Centre de Réussite Universitaire.
- **Piteşti Campus:**
    - It features two large sports halls and a restaurant serving a wide variety of fresh daily meals, located near the dormitories.
    - A fully equipped Medical Center, which also houses a family planning unit, provides services within the dormitory buildings.
    - In addition to a library with approximately 300,000 works, the ESN (Erasmus Student Network Pitesti) and ASUPIT student associations are active, providing support to international and incoming/outgoing students.

5. SPAIN (UIC - BARCELONA) DETAILED STUDENT GUIDE

UIC Barcelona offers a highly cosmopolitan and supportive academic environment with a student population of approximately 9,000, 30% of whom are international.

5.1. Campuses and Academic Environment

Depending on the faculty where you will be studying, you will be located on one of two main campuses:

- **Barcelona Campus:** Located in a quiet residential area such as Sarrià-Sant Gervasi, it consists of four buildings: Alpha, Beta, Delta, and Gamma. The faculties of Communication, Law, Economics, Humanities, and Architecture are located on this campus.
- **Sant Cugat Campus:** Located approximately 30 minutes from Barcelona by train, this campus is home to the faculties of Medicine and Health Sciences, Dentistry, and Education Sciences. It is located within the Hospital Universitari General de Catalunya facilities.

5.2. Welcome, Registration, and Digital Access

- **Welcome Sessions:** Welcome sessions will be organized before the start of the semester, and the dates will be communicated to you via email. At these events, you will hear the Rector's welcome speech, learn about campus facilities, and can register for the "Buddy Program," where you can be matched with a local student.
- **Intranet and Email:** Once your registration documents are complete, your Intranet (personal student portal) username and automatically generated password will be sent to your personal email address. You will access the Moodle system, where your course registrations are kept, and university news through this portal. Once your institutional email account is opened, all communication will be provided through this address.
- **Student ID Card:** This is required for library and laboratory access, as well as for various discounts in the city. You can request your card by logging into your Intranet portal and following the steps "Profile > Student card > Request" and uploading a biometric photo with a white background in accordance with the rules.

5.3. Visa, Immigration, and Health Insurance

- **Visa Counseling:** International students who are not EU citizens must obtain a Spanish student visa. The university provides free counseling to students through immigration specialist Ida Quitian (iquintian.extern@uic.es) to facilitate the legal process.
- **Health Insurance:** All students from outside the EU must take out private health insurance before classes begin. **Sanitas** insurance is recommended for double degree or full-time students, while **OnCampus** insurance, which covers medical assistance, travel, and accidents, is recommended for exchange program students. (You can also get support for Sanitas procedures through Ida Quitian.)
- **European Citizens:** EU citizens can obtain a European Health Insurance Card (EHIC) and receive free state healthcare from the Primary Care Centers (CAP) closest to their place of residence.
- **Emergencies:** In medical emergencies, call 061; for general emergencies, call 112.

5.4. Accommodation and Living Expenses

Universities in Spain do not offer direct accommodation contracts, but they provide comprehensive guidance:

- **Student Residences (Col·legi Major):** Full-board accommodation in university-affiliated residences such as Pedralbes, Monterols, and Bonaigua generally costs between €700 and €1,500 per month. These residences offer a complete university experience with academic guidance, sports, and cultural activities.
- **Shared House/Room:** Renting a room in a private apartment costs around €600 on average. The university recommends the official organization Barcelona University Centre (bcu.cat) to help you find safe accommodation.
- **"Vivir y convivir" Program:** This is an excellent social solidarity alternative that provides **free accommodation** in exchange for sharing a home with an elderly person and accompanying them in the evenings (provided you are home by 10:30 PM).

5.5. City Transportation, Climate, and Banking

- **Weather and Clothing:** The weather in Barcelona is quite pleasant for most of the year. Winters average around 12°C, while summer temperatures (especially in August) can reach

up to 34°C. A professional and respectful dress code is always recommended on the university campus.

- **Bank Account:** To open a bank account in the city, you only need to have an NIE (Foreign Identification Number). UIC Barcelona has a special agreement with **Banco Santander**, whose main offices are located at "Carrer dels Quatre Camins, 30." Alternatively, you can choose banks such as Sabadell, La Caixa, or BBVA.
- **Transportation:** For the Barcelona campus, use the V9 and V13 buses or FGC trains (Sarrià stop). For the Sant Cugat campus, you can reach it from the Hospital General station of the FGC trains. Special discounts on public transportation are available for students under 30 years of age. In addition, the "Bicing" city bike system, which you can register for with your NIE and bank card, is also very popular.

5.6. Campus Services and Support

- **Personal Advisor:** Each full-time student is assigned an advisor during the first few weeks. This advisor guides you on topics such as time management, study planning, and personal development.
- **Psychological Support (Support Clinic):** The first session at the university's Psychology and Psychiatry clinic is completely free. Subsequent sessions are very affordable (Psychologist: €20, Psychiatrist: €25) and consultations can be conducted in English or Spanish.
- **Language Learning:** You can take courses in Spanish, Catalan, English, and French through the Department of Applied Linguistics. If your time is limited, you can register at a discount for the "Rosetta Stone" platform, which offers online education in 24 different languages and earns your credits.
- **Cafeteria and Meals:** Each campus has cafeterias offering breakfast and full/half menus (main course, drink, dessert), as well as microwave areas where you can heat up food brought from home.

6. Academic Rules & Quality Assurance

Attendance Requirements: Attendance is mandatory for all classes, labs, and seminars. Valid excuses must be documented within one week.

Assessment and Grading: The final grade is calculated based on 60% of the term's work and 40% of the final exam. The passing grade is at least 2.50 out of 4.00 (CB). Students who fail exams are offered make-up and retake opportunities in accordance with the relevant university's rules.

Research Ethics and Plagiarism Policy: Academic integrity is fundamental in your thesis work and projects. Full compliance with GDPR rules is mandatory in the processing of patient data. A zero-tolerance policy is applied to violations such as unethical experiments, unauthorized use, plagiarism, or data fabrication, and such cases are referred directly to the disciplinary committee. Academic integrity is evaluated as strictly as your technical precision in the laboratory.

7. Language Support & Integration

Throughout the INNOTISSUE program, your language skills are key not only to your academic development but also to your socialization and quality of life in the countries where we carry out mobility.

7.1. Language requirements

Although our language of instruction is English, being able to form simple sentences in the local language enables you to communicate with the local community (transportation, pharmacy, etc.), feel connected to the city you will be living in, and manage your daily affairs. Therefore, our biggest recommendation for your development not only as a student but also as a global citizen is to practice the local language and engage in social interaction during your extracurricular activities.

Throughout your academic journey, every university you move to offers opportunities to improve your language skills. These local language courses offer a wide range from beginner to advanced levels. Carefully review the number of places available and the conditions for participation in the language courses offered by each country.

7.2. Language Courses Offered by Host Institutions

YTU Istanbul

As an INNOTISSUE student, you will be offered a weekly Turkish language course at the YILDIZ-TÖMER institution in accordance with the Common European Framework of Reference for Languages. This language course consists of a total of 5 levels, from basic to advanced, and academic Turkish courses are also offered after the C1 level.

Appropriate textbooks are used in the courses, and the teaching process is supported by materials and audiovisual elements prepared by a team of expert instructors. For detailed information on admission requirements and quotas, please visit the following link:

https://tomer.yildiz.edu.tr/86-turkce-kurslari.html

Social events organized by student clubs (e.g., ...) and the international office within YTU offer good opportunities to meet local students. By participating in Language Exchange meetings, you can improve your Turkish while introducing your own language to your Turkish friends.

UIC Barcelona

Students participating in the INNOTISSUE program at UIC Barcelona can benefit from the comprehensive language support provided by the university's Institute for Multilingualism. Reflecting the multicultural fabric of the region, the courses offered in Spanish, Catalan, and English aim to facilitate students' rapid integration into both daily life and the academic environment.

The training is conducted using modern pedagogical approaches across a wide spectrum, ranging from beginner levels to professional proficiency. The curriculum is enriched with multimedia tools and up-to-date resources, transforming language learning into an interactive experience. Detailed information regarding course content and application processes can be accessed at the following address:

https://www.uic.es/en/institute-multilingualism/linguistic-services/courses

UNSTPB Bucharest

For our students studying in Bucharest as part of the **INNOTISSUE** program, UNSTPB offers official **Romanian language courses**. In addition to supporting students' academic success, these courses are structured to accelerate their adaptation to Romania's rich cultural heritage and the university's technical environment.

Romanian language training is provided in a schedule compatible with the students' academic workload, starting from the beginner level. The teaching process, which blends technical terminology with daily communication skills, is conducted through modern language laboratories and interactive digital platforms. The current course calendar and registration details can be reviewed via the university's international portal:

https://international.upb.ro/admission/continuing-education/language-courses

7.3. Basic information in the local language (Local language basics)

YTU Istanbul

Knowing basic Turkish will make your life much easier on YTU's dynamic campus in a cosmopolitan city like Istanbul. You can use the following resources to learn basic Turkish phrases and pronunciation that will increase your social interaction on and off campus:

https://turkce.yee.org.tr/en/#videoderslerle

https://www.yee.org.tr/tr/yayin/yabancilar-icin-turkce-konusma-kilavuzu

Essential Basics:

- **Merhaba** (Hello) / **Selam** (Hi)

- **Teşekkür ederim** (Thank you)
- **Lütfen** (Please)
- **Ne kadar?** (How much is it?)
- **Anlamıyorum** (I don't understand)

Using a few basic Turkish words with the Turkish students at YTU will accelerate your connection with them and allow you to experience Turkish hospitality firsthand.

UIC Barcelona

While Spanish is the primary language, Catalan is the co-official language of Barcelona. Most locals are bilingual, and you will see signs in both languages.

Essential Basics:

- **Spanish:** *Hola* (Hello), *Gracias* (Thank you), *¿Cuánto cuesta?* (How much is it?), *¿Dónde está...?* (Where is...?)
- **Catalan:** *Bon dia* (Good morning), *Mercès* (Thank you), *Si us plau* (Please).

Learning a few words in Catalan is highly appreciated by the locals and will make your social integration much smoother.

UNSTPB Bucharest

Romanian is a Romance language, making it linguistically similar to Italian, French, and Spanish. English is widely spoken among the youth and in academic circles in Bucharest.

Essential Basics:

- **Bună** (Hello) / **Salut** (Hi)
- **Mulțumesc** (Thank you)
- **Vă rog** (Please)
- **Cât costă?** (How much is it?)

- **Nu înțeleg** (I don’t understand)

As a student at a technical university, you will find that many technical terms are closely resemble their English equivalents, which will facilitate your professional communication.

7.4. Cultural integration activities

The INNOTISSUE program contributes to the development of intercultural dialogue as well as academic development. Various activities organized at each host university help students adapt to the local culture and bond with each other:

- Comprehensive Orientation Week: This will be held at the beginning of each academic year. Information will be provided about events such as introductory meetings with program coordinators, campus tours, and city tours.
- Active Student Clubs: Various activities organized by university student clubs help establish social and professional networks.
- Facilities such as exhibitions and concerts organized within the university, a sports center, and an indoor swimming pool are available.

7.5. Buddy / mentoring systems

A two-stage support system is offered to both accelerate our students' adaptation to the city and guide them in their academic careers:

Buddy System: Each INNOTISSUE student is paired with a local "Buddy." This provides support in areas such as accommodation, obtaining a transportation card, local banking, and campus life.

Mentoring System: Each student is assigned an academic mentor who will guide them throughout their education. Mentors provide advice on course selection, research topics, and laboratory adaptation processes. Strategic guidance is provided for career goals.

8. Equality, Diversity & Inclusion

INNOTISSUE aims to provide a safe and supportive academic environment where every individual can reach their full potential:

- Equal opportunity policy: Equal opportunity is ensured by guaranteeing fair access to education for all students, regardless of their socio-economic background, geographical origin, gender, or physical, mental, sensory, or cognitive disabilities.
- Gender balance: Gender balance is ensured in selection committees throughout the program. The gender distribution of applicants and scholarship recipients is evaluated in a fair and transparent manner.
- Inclusion of students with special needs: Based on the "Needs Analysis Form" completed before the mobility period, personalized support plans are implemented:
    - Physical adjustments to ensure access to campus facilities and classrooms.
    - Conversion of course materials into digital and accessible formats.
    - Individual academic counseling and flexible exam conditions.
    - Counseling and psychological counseling services.
- Anti-discrimination and anti-harassment policies: A "zero tolerance" policy is applied against all forms of discrimination, bullying, and harassment. Our students are fully protected through confidential reporting lines and ethics committees.

9. Student Rights, Responsibilities & Code of Conduct

The following issues are important for ensuring a respectful working environment for every student in the INNOTISSUE program and for maintaining academic integrity:

- Student rights and responsibilities: Students have the right to equal access to the academic, technological, and social opportunities provided by the university. Their responsibilities include regular attendance, adherence to the academic calendar, and ethical use of university resources.
- Code of conduct (Ethical principles): Academic integrity and professionalism are fundamental within the consortium. Students are expected to work respectfully with colleagues while fully complying with safety protocols in the laboratory environment.
- Disciplinary procedures: Students are required to comply with the disciplinary, ethical, and administrative regulations of all partner institutions. In accordance with university regulations and consortium rules, the regulations of the university where the student is enrolled at that time shall prevail. The consortium is responsible for informing students about the applicable disciplinary rules.
- Data protection (KVKK / GDPR): Personal data within the consortium cannot be used for any purpose beyond the scope permitted and required by the protocol or without the written consent of the students, in accordance with KVKK and GDPR standards. Upon termination or cancellation of the program, student data shall be returned; data that cannot be returned shall be securely archived or destroyed. In the event of unauthorized use of data, the relevant party shall provide the other parties with a written notification within one (1) day detailing the incident, those responsible, and the measures taken.

10. Career Development & Employability

- Career services: Workshops on entrepreneurship, innovation, and resume preparation.
- International student nights, scientific dissemination campaigns, and volunteer projects.
- All students will be encouraged to attend at least one career counseling session per semester. In addition, they will be connected to regional employer networks to explore internship and post-graduation job opportunities.
- Internships and industry connections: Internship and networking opportunities are offered at partner companies in the fields of biotechnology and tissue engineering.
- Alumni network: After graduation, you will be part of a global network through the Erasmus Mundus Association (EMA) and the INNOTISSUE alumni portal.
- Entrepreneurship and innovation support: You can receive support from incubators for the commercialization of research results and the start-up creation process.

11. Communication & Support Structure.

Throughout the program, it is recommended that you follow the hierarchy below for any support or needs you may have.

11.1.EMJM Coordination Office:

The main point of contact for general program management and administrative matters (scholarships, registrations).

- YTU: Program Coordination Office (PCO) info@innotissue.net
- UNSTPB: Local Management Unit
- UIC: Local Management Unit

- Local coordinators at each partner institution

University	Local Coordinator	Email
YTU (Turkey)	Cem Bülent Üstündağ	cbustundag@gmail.com
YTU (Turkey)	Murat Topuzoğulları	mtopuz@yildiz.edu.tr
UNSTPB (Romania)	Maria Iuliana Dascalu	maria.dascalu@upb.ro
UNSTPB (Romania)	Ana-Maria Neagu	ana.neagu@upb.ro
UIC (Spain)	Roman Perez	rperezan@uic.es
UIC (Spain)	Begoña Bosch	bbosch@uic.es

11.2. Academic advisors:

Each student will be assigned two advisors with different areas of expertise or from different institutions to guide them throughout their studies.

11.3. Emergency contact information:

For emergencies such as health or safety issues, you can find details of the 24/7 hotlines in Annex III: Emergency Guide.

11.4. Official communication channels:

Please check the following channels to follow official announcements:

Official Website: www.innotissue.com

12. Graduation & Degree Awarding

This section outlines the academic requirements for successfully completing the INNOTISSUE program and the legal framework for the diplomas you will receive.

12.1.Graduation requirements

The following requirements must be met to be eligible for graduation from the program:

- **Academic Credits (ECTS):** A total of 120 ECTS credits must be completed (1st year at YTU; 2nd year at UNSTPB and UIC).
- **Grade Point Average (GPA):** A minimum overall GPA **of 2.50** out of 4.00 must be achieved.
- **Mobility Requirement:** Mandatory mobility periods must be successfully completed.
- **Master's Thesis and Defense:** A 60 ECTS thesis must be completed, defended in English before a jury of at least 5 members representing the three universities (minimum 60% pass mark), and at least one poster or oral presentation related to the thesis topic must have been made at a conference.

12.2.Thesis submission rules:

The master's thesis is the scientific output of the program, and the student is subject to the following rules:

- Graduation prerequisites must be met in order to be eligible for the thesis defense.
- The thesis must be prepared in accordance with the common writing template accepted by the consortium and the rules of academic integrity.
- These are submitted via the digital platform in accordance with the schedule determined at the end of the 4th semester.
- The thesis will be defended before a joint jury (in person or online). The language of the defense is English.

12.3.Diploma awarding procedure (triple diploma)

INNOTISSUE offers a multi-degree system that provides graduates with broad recognition:

- Students who meet the graduation requirements of the universities they attend are awarded a "Master's Degree in International Interdisciplinary Biomaterials and Tissue Engineering" diploma by each university they attend.
- The diplomas are "triple" in nature and are issued separately and independently.

12.4.Diploma Supplement

In addition to the graduation diploma, each student is given the following documents:

- The "Joint Completion Certificate" approved by the consortium
- Transcript
- "Diploma Supplement" (in English) in accordance with the European Commission model

13. Quality Assurance

The INNOTISSUE program covers all activities necessary to ensure compliance with national and international quality and accreditation standards, as well as the European Higher Education Area (EHEA) Joint Programs Quality Assurance Standards and European Standards and Guidelines (ESG). It implements a continuous monitoring and evaluation process to maintain the highest level of educational quality. You, our students, are our most important stakeholders in this process.

13.1.Student feedback and evaluation surveys

Your opinions are valuable to us at every stage of the program. The following mechanisms are implemented to maintain our quality standards:

- End-of-term surveys,
- Mobility assessment,
- Annual meetings with student representatives

13.2.Appeal and complaint procedures

Our students have the right to formally raise any injustices or issues they encounter in academic and administrative processes:

- Academic appeals: Students who wish to appeal exam grades and assessment results must submit a written application to within 7 days of the announcement of the results, in accordance with consortium rules. Appeals will be evaluated and decided upon by the Steering Committee.
- Administrative and ethical complaints: In cases such as housing, scholarship payments, or violations of personal rights, our students can apply to the local coordinator or directly to our EMJM coordination office.

ATTACHMENTS

I. Pre-Departure Checklist

Please ensure that all the following items are completed before your trip and mobility begins.

Documents:

- ☐ Valid passport (valid for at least 6 months after the end of mobility).
- ☐ Admission Letter and Scholarship Certificate.
- ☐ Valid student visa and copies of all related visa documents.
- ☐ Original diplomas and transcripts from your previous degrees.
- ☐ Travel and health insurance policies (digital and printed copies).

Logistics & Accommodation:

- ☐ Reservation of flight tickets.
- ☐ Dormitory/Private Housing contract
- ☐ Coordination from the airport to the destination (coordination with a buddy)
- ☐ Local currency (for cash needs for the first few days)

Academic & Technical:

- ☐ Activating the university email account.
- ☐ Filling out the necessary preparatory forms for laboratory safety.

II. Academic Calendar (2027-2028)

The academic calendar will be updated before the start of each academic year and will be accessible on the website.

III. Emergency Contact Information

Please save these numbers to your phone as a priority.

📍 Türkiye (YTU)

General emergency line: 112 (Police, ambulance, fire department)

YTU Health Center: 0212 383 40 45

📍 Romania (UNSTPB)

General emergency line: 112 (Police, ambulance, fire department)

Romania Health Center: +40 21 402 92 34

📍 Spain (UIC)

General emergency line: 112 (Police, ambulance, fire department)

UIC Health Center: +34 93 504 20 00

Social Media:

Instagram (@innotissue) LinkedIn (@innotissue) X (@innotissue)