



Erasmus+ Programme

Dokuz Eylul University

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

Inter-institutional¹ agreement 2014-2020

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	Erasmus code	Contact details ² (email, phone)	Website
Dokuz Eylul University	TRIZMIR 01	1) Erasmus Institutional Coordinator Prof.Dr. M.Banu DURUKAN SALI banu.durukan@deu.edu.tr Tel: +90 232 412 1659 2) Bilateral Agreement Contact Person Sevim Tufenk , MSc. sevim.tufenk@deu.edu.tr Tel: +90 232 4121652 3) Faculty Contact: Dr. Burak KARABEY burak.karabey@deu.edu.tr Tel: +90 232 4204882	www.deu.edu.tr www.international.deu.edu.tr http://www.deu.edu.tr/ders-katalog/eng/index.html http://bef.deu.edu.tr/

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.

FROM /TO [Erasmus code of the sending institution]	TO /FROM [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 Months (=sum)
TRIZMIR01	IAOSTA02	0114	Teacher training with subject specialization	1 st cycle	2	2 students x 4 months= 8
				2 nd cycle	1	1 student x 4 months= 4
IAOSTA02	TRIZMIR01	0114	Teacher training with subject specialization	1 st	2	2 students x 4 months=8

FROM /TO [Erasmus code of the sending institution]	TO /FROM [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 IZMIR 01	IAOSTA02	0114	Teacher training with subject specialization	1 staff x 8 hours	1 staff x 5 days
IAOSTA02	TRIZMIR01	0114	Teacher training with subject specialization	1 staff x 8 hours	1 staff x 5 days

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:

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>)

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TRIZMIR01				B1	B2
IAOSTA02		ITALIAN		Students must have sufficient knowledge to attend courses and take exams	Courses may be taught in languages other than Italian, in particular French and English

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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

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

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 IZMIR01	Nomination: May 15th Application: June 15th	Nomination: November 15th Application: December 15th
I AOSTA02	30th June (Nomination and Application)	30th November (Nomination and Application)

2. The receiving institution will send its decision within 3-4 weeks after the deadline.
3. A Transcript of Records (ToR) will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI. ToR will be both send via e-mail and surface mail to the sending HEI.

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>

4. Termination of the agreement

The above mentioned institutions agree to cooperate in the activities as contracted above under the terms and conditions of the Erasmus + Programme.

- Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants, and will work according to the principles of Erasmus University Charter.
- Both parties agree to abide by the bilaterally agreed terms of this inter-institutional agreement and will endeavour to carry out the agreement to the best of their abilities.
- Additional changes in mobility or in specific conditions of contract and termination of the inter-institutional agreement can be made annually, if communicated before January 1st.

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

The students are evaluated based on their work during the semester such as term projects, written exams, participation in the class discussions, case studies and a final exam. The grading scale is as follows:

TR IZMIR01:

(1) Course unit code : Refer to the ECTS Information Package

(2) Duration of course unit : Y = 1 full academic year 1S = 1 semester (*sömestre*)

2S = 2 semester

1T = 1 term/trimester

2T = 2 term/trimester

(3) Description of the institutional grading system :

Relative Grading System*

<u>Grade</u>	<u>Letter</u>	<u>Coefficient (Katsayı)</u>
90-100	AA	4.00
85-89	BA	3.50
80-84	BB	3.00
75-79	CB	2.50
70-74	CC	2.00
65-69	DC	1.50
60-64	DD	1.00
50-59	FD	0.50
49 and under	FF	0.00

The Grades not included in GPA

Y-Insufficient B-Successful/Satisfactory Temporary Grades D-Absent/Insufficient E-Incomplete

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
TRIZMIR01	Tuba Akunal tuba.akunal@deu.edu.tr Tel: +90 232 4121045	http://international.deu.edu.tr/index.php/en/ https://www.evisa.gov.tr/en/
IAOSTA02	International Relations Office E-mail: u-rel- internazionali@univda.it	http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&area=6

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
TRIZMIR01	Tuba Akunal tuba.akunal@deu.edu.tr Tel: +90 232 4121045	http://international.deu.edu.tr/index.php/en/
IAOSTA02	International Relations Office E-mail: u-rel-internazionali@univda.it	http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&area=6

4. Housing

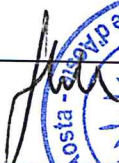
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TRIZMIR01	Tuba Akunal tuba.akunal@deu.edu.tr Tel: +90 232 4121045	http://international.deu.edu.tr/index.php/en/

IAOSTA02	International Relations Office E-mail: u-rel- internazionali@univda.it	http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&area=6
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
TRIZMIR01	Prof.Dr. Recep YAPAREL Vice Rector		
IAOSTA02	Prof. Fabrizio CASSELLA Rector	17 marzo 2014	



⁵ Scanned signatures are accepted