



## Erasmus+ Programme

### Dokuz Eylül University

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

#### Inter-institutional<sup>1</sup> agreement 2015-2020

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 <sup>2</sup> (email, phone)	Website
Dokuz Eylül University	TRIZMIR 01	<b>1) Erasmus Institutional Coordinator:</b> Prof.Dr. M.Banu DURUKAN SALI <a href="mailto:banu.durukan@deu.edu.tr">banu.durukan@deu.edu.tr</a> Tel: +90 232 412 1659 <b>2) Bilateral Agreement Contact:</b> Sevim Tufenk , MSc. <a href="mailto:sevim.tufenk@deu.edu.tr">sevim.tufenk@deu.edu.tr</a> Tel: +90 232 4121652 <b>3) Departmental Contact:</b> Assist.Prof.Dr. Muge Isiklar Kocak <a href="mailto:muge.isiklar@deu.edu.tr">muge.isiklar@deu.edu.tr</a> Tel: +90 232 3018610	<a href="http://www.deu.edu.tr">www.deu.edu.tr</a> <a href="http://www.international.deu.edu.tr">www.international.deu.edu.tr</a> <a href="http://www.deu.edu.tr/ders-katalog/eng/index.html">http://www.deu.edu.tr/ders-katalog/eng/index.html</a>
Johannes Gutenberg-Universität Mainz	D MAINZ 01	<b>1) Dr. Birgit Weis</b> Central management of the ERASMUS+ programme Teaching Staff Mobility, Staff Mobility, Bilateral Agreements Phone: +49613139 22902 Fax: +49 6131 39 27018 Email: <a href="mailto:erasmus@international.uni-mainz.de">erasmus@international.uni-mainz.de</a> <b>2) Ms Lenka Tucek</b> Central management of the ERASMUS+ programme	

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

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

		Contact person for outgoing students Phone: +49613139 20039 Fax: +49 6131 39 27018 Email: <a href="mailto:erasmus@international.uni-mainz.de">erasmus@international.uni-mainz.de</a> 3)Mr Dr. Marcel Vejmelka Contact person for incoming students, Campus Gernersheim Phone: +49-7274-508 35 118 Fax: +49-7274-508 35 428 Email: <a href="mailto:vejmelka@uni-mainz.de">vejmelka@uni-mainz.de</a>	
--	--	--	--

**B. Mobility numbers<sup>3</sup> 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 I]	TO /FROM [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]*	Number of student mobility periods	
					Student Mobility for Studies	Student Months (=sum)
TRIZMIR 01	D MAINZ 01	023	Foreign Languages	Only 1 <sup>st</sup> cycle	2	2 students x 4 months=8
D MAINZ 01	TRIZMIR 01	023	Foreign Languages	Only 1 <sup>st</sup> cycle	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 *
TRIZMIR 01	D MAINZ 01	023	Foreign Languages	1 staff x 8 hours	1 staff x 7 days
D MAINZ 01	TRIZMIR 01	023	Foreign Languages	1 staff x 8 hours	1 staff x 7 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:

<sup>3</sup> 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 <sup>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TRIZMIR01		German	Turkish	B1 in German and/or Turkish No certificate is required.	B2 in German or English No certificate is required
D MAINZ 01		German	English	B1 (German)	B2(German/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
D MAINZ 01	July 15	January 15

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. 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.

<sup>4</sup> 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>

- 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 1<sup>st</sup>.

***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

#### **TR IZMIR01:**

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:

POINTS	LETTER GRADE	GRADE
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 below	FF	0.00

\*Minimum grade required to pass the course.

#### Grades not included in the Grade Point Average

Y: Failed

B: Passed

#### Temporary Grades

D: Incomplete Attendance - Must Repeat the course

E: Incomplete - Must complete the requirements to get a grade otherwise it converts into FF.

#### **D MAINZ 01:**

### 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	erasmus.incoming@deu.edu.tr Tel: +90 232 4121639	<a href="http://international.deu.edu.tr/index.php/en/">http://international.deu.edu.tr/index.php/en/</a> <a href="https://www.evisa.gov.tr/en/">https://www.evisa.gov.tr/en/</a>
D MAINZ 01	Mr Dr. Marcel Vejmelka Visa assistance for incoming students/staff, Campus Germersheim Phone: +49-7274-508 35 118 Fax: +49-7274-508 35 428 Email: vejmelka@uni-mainz.de	<a href="http://www.fb06.uni-mainz.de/studium/54.php">http://www.fb06.uni-mainz.de/studium/54.php</a>

### 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	erasmus.incoming@deu.edu.tr Tel: +90 232 4121639	<a href="http://www.deu.edu.tr/ders-katalog/eng/eng-d4.html">http://www.deu.edu.tr/ders-katalog/eng/eng-d4.html</a>
D MAINZ 01	N.N. Contact person for incoming students/staff erasmus@international.uni-mainz.de	<a href="http://www.uni-mainz.de/studium/333_DEU_HTML.php">http://www.uni-mainz.de/studium/333_DEU_HTML.php</a>

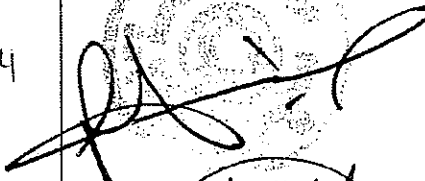


### 4. Housing

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	erasmus.incoming@deu.edu.tr Tel: +90 232 4121639	<a href="http://www.deu.edu.tr/ders-katalog/eng/eng-d2.html">http://www.deu.edu.tr/ders-katalog/eng/eng-d2.html</a>
D MAINZ 01	Ms Faranak Jeyranlouie Housing arrangements, excursions E-mail:akadauslandsamt06@uni-mainz.de	<a href="http://www.fb06.uni-mainz.de/studium/54.php">http://www.fb06.uni-mainz.de/studium/54.php</a>

### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
TRIZMIR01	Prof.Dr. Recep YAPAREL Vice Rector	03/11/2014	
D MAINZ 01	Dr. Birgit Weiss Erasmus Institutional Coordinator	06/11/2014	 

<sup>5</sup> Scanned signatures are accepted