



# Erasmus<sup>+</sup> Programme

## Key Action 1

### Inter-institutional agreement 2014-2021

#### Higher Education Student and Staff Mobility

#### – Mobility for learners and staff –

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This Inter-Institutional agreement will come into effect only in the event that both Institutions are holders of valid Erasmus Charter for Higher Education (ECHE) for the period mentioned above and they commit to respect the quality requirements of the ECHE 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)
UNIVERSITE MONTESQUIEU-BORDEAUX IV	F BORDEAU 41	<b>Erasmus Officer</b> Ms Vanessa Chalumeau <a href="mailto:sri3@u-bordeaux4.fr">sri3@u-bordeaux4.fr</a> <a href="mailto:vanessa.chalumeau@u-bordeaux.fr">vanessa.chalumeau@u-bordeaux.fr</a> International Office 16 avenue Léon Duguit - CS 50057 F -33608 Pessac T.: +33 556 84 86 39 - F.: +33 556 84 29 02	<a href="http://www.u-bordeaux4.fr/">http://www.u-bordeaux4.fr/</a> <a href="http://www.u-bordeaux.fr/">http://www.u-bordeaux.fr/</a> <a href="http://www.u-bordeaux4.fr/international/contacts_DRI/">http://www.u-bordeaux4.fr/international/contacts_DRI/</a>
IAE Bordeaux		PUSG 35, avenue Abadie - 33072 Bordeaux Cedex <b>International Coordinator:</b> Mme Marie-Christine Gautreau <a href="mailto:marie-christine.gautreau@u-bordeaux.fr">marie-christine.gautreau@u-bordeaux.fr</a> <b>Academic Coordinator :</b> M. Pedro Arbulu, <a href="mailto:pedro.arbulu@u-bordeaux.fr">pedro.arbulu@u-bordeaux.fr</a>	<a href="http://www.iae-bordeaux.fr/">http://www.iae-bordeaux.fr/</a>
DOKUZ EYLUL UNIVERSITY	TR IZMIR 01	Doç. Dr. Berna KIRKULAK, <a href="mailto:berna.kirkulak@deu.edu.tr">berna.kirkulak@deu.edu.tr</a> Kaynaklar Yerleskesi Buca - 35390 - Izmir - Turquie TGI : +90 232 45250 60 - Fax: +90 2324525062	<a href="http://www.isletme.deu.edu.tr">www.isletme.deu.edu.tr</a> <a href="http://www.InternationaI.deu.edu.tr">www.InternationaI.deu.edu.tr</a>
Faculty of Business, International students and Scholars office		Isinsu Atalay, MSc. <a href="mailto:Isinsu.atalav@deu.edu.tr">Isinsu.atalav@deu.edu.tr</a> Kaynaklar Yerleskesi Buca - 35390 - Izmir - Turquie TGI : +90 232 301 8271 - Fax : +90 232 4535 062	<a href="http://www.isletme.deu.edu.tr">www.isletme.deu.edu.tr</a> <a href="http://www.InternationaI.deu.edu.tr">www.InternationaI.deu.edu.tr</a>

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### B. Mobility numbers 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	Subject area code [ISCED]	Subject area name	Study cycle <sup>1</sup>	Total Number of /Total	
					number of months SMS <sup>2</sup>	SMT <sup>3</sup>
F BORDEAU 41	TR IZMIR 01	041(340)	Business	1-2	5/25	0/0
TR IZMIR 01	F BORDEAU 41	041(340)	Business	1	2/10	0/0

FROM	TO	Subject area code [ISCED]	Subject area name	Total Number of mobility/Total number of days	
				STA <sup>4</sup>	STT <sup>5</sup>
F BORDEAU 41	TR IZMIR 01	041(340)	Business	1/5	0/0
TR IZMIR 01	F BORDEAU 41	041(340)	Business	1/5	0/0

### 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	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies	Staff Mobility for Teaching
F BORDEAU 41	French		B1 – French	B2 - French
TR IZMIR 01	English		B1 – English	B2 – English

<sup>1</sup> Short cycle, 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup>

<sup>2</sup> Student Mobility for Studies

<sup>3</sup> Student Mobility for Traineeship

<sup>4</sup> Staff Mobility for Teaching

<sup>5</sup> Staff Mobility for Teaching

## E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
F BORDEAU 41	June	November
TR IZMIR 01	Nomination: May 15th Application: June 15th	Nomination: November 15th Application: December 15th

2. The receiving institutions will send its decisions within 6-8 weeks after deadline.

Dokuz Eylul will send its decision within 4 weeks after the deadline.

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.

**DEU:** 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

This agreement will be in effect for the full duration of the ERASMUS+ Programme. In case of premature termination, a notice of at least one academic year will be given. This means that 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.

## F. Information

	F BORDEAU 41	TR IZMIR 01
WWW for Incoming Students	<a href="http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/">http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/</a> <a href="http://www.u-bordeaux4.fr/digitalAssets/53/53873_GUIDE1_ACCUEIL_INTER_RI_juil2013w.pdf">http://www.u-bordeaux4.fr/digitalAssets/53/53873_GUIDE1_ACCUEIL_INTER_RI_juil2013w.pdf</a>	<a href="http://www.international.deu.edu.tr">www.international.deu.edu.tr</a> <a href="http://www.isletme.deu.edu.tr">www.isletme.deu.edu.tr</a>
Contact detail - nominations	<a href="mailto:sri3@u-bordeaux4.fr">sri3@u-bordeaux4.fr</a> <a href="mailto:vanessa.chalumeau@u-bordeaux.fr">vanessa.chalumeau@u-bordeaux.fr</a>	<a href="mailto:erasmus@deu.edu.tr">erasmus@deu.edu.tr</a> <a href="mailto:iso@deu.edu.tr">iso@deu.edu.tr</a> <a href="mailto:tuba.akunal@deu.edu.tr">tuba.akunal@deu.edu.tr</a>
WWW Course Catalogue	<a href="http://www.u-bordeaux4.fr/international/info/?contentId=5">http://www.u-bordeaux4.fr/international/info/?contentId=5</a>	<a href="http://www.international.deu.edu.tr">www.international.deu.edu.tr</a>

	0258	<a href="http://www.isletme.deu.edu.tr">www.isletme.deu.edu.tr</a>
Housing <sup>6</sup>	<a href="http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/">http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/</a>	<a href="http://international.deu.edu.tr/index.php/en/">http://international.deu.edu.tr/index.php/en/</a>
Contact details	<a href="mailto:sri1@u-bordeaux4.fr">sri1@u-bordeaux4.fr</a> <a href="mailto:magalie.lopez@u-bordeaux.fr">magalie.lopez@u-bordeaux.fr</a>	Tuba Akunal <a href="mailto:tuba.akunal@deu.edu.tr">tuba.akunal@deu.edu.tr</a> Tel: +90 232 4121045
WWW Visa Information <sup>7</sup>	<a href="http://www.univ-bordeaux.fr/Etudiants_etrangers.html">http://www.univ-bordeaux.fr/Etudiants_etrangers.html</a> <a href="http://www.diplomatie.gouv.fr/fr/venir-en-france-22365/">http://www.diplomatie.gouv.fr/fr/venir-en-france-22365/</a>	<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>
Contact details	<a href="mailto:sri3@u-bordeaux4.fr">sri3@u-bordeaux4.fr</a> <a href="mailto:vanessa.chalumeau@u-bordeaux.fr">vanessa.chalumeau@u-bordeaux.fr</a>	Tuba Akunal <a href="mailto:tuba.akunal@deu.edu.tr">tuba.akunal@deu.edu.tr</a> Tel: +90 232 4121045
WWW Insurance Information <sup>8</sup>	<a href="http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/">http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/</a>	<a href="http://international.deu.edu.tr/index.php/en/">http://international.deu.edu.tr/index.php/en/</a>
Contact details	<a href="mailto:sri3@u-bordeaux4.fr">sri3@u-bordeaux4.fr</a> <a href="mailto:vanessa.chalumeau@u-bordeaux.fr">vanessa.chalumeau@u-bordeaux.fr</a>	Tuba Akunal <a href="mailto:tuba.akunal@deu.edu.tr">tuba.akunal@deu.edu.tr</a> Tel: +90 232 4121045
ECTS Users' Guide <sup>9</sup>	1.-	<a href="http://international.deu.edu.tr/index.php/en/">http://international.deu.edu.tr/index.php/en/</a>
WWW Students and Staff with Disabilities	<a href="http://www.u-bordeaux4.fr/vie_de_campus/mission_handicap/andicap/">http://www.u-bordeaux4.fr/vie_de_campus/mission_handicap/andicap/</a>	<a href="http://international.deu.edu.tr/index.php/en/">http://international.deu.edu.tr/index.php/en/</a>
Contact details		Tuba Akunal <a href="mailto:tuba.akunal@deu.edu.tr">tuba.akunal@deu.edu.tr</a>

<sup>6</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

<sup>7</sup> 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 ECHE.

<sup>8</sup> The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

<sup>9</sup> 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.

Tel: +90 232 4121045

### **1. Grading systems of the institutions**

Université Montesquieu – Bordeaux IV (F BORDEAU41)

#### **ECTS grading scale:**

<i>ECTS</i>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>FX/F</i>
Oral	17-20	15-16	13-14	12	10-11	0-9
Written	15-17	13-14	12	11	10	0-9
<i>Definition</i>	<i>Excellent</i>	<i>Very good</i>	<i>Good</i>	<i>Satisfactory</i>	<i>Sufficient/Pass</i>	<i>Fail</i>

#### **ECTS credits::**

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one semester :	<b>30 ECTS</b>	one full academic year:	<b>60 ECTS</b>
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**Faculty of Business : [www.isletme.deu.edu.tr](http://www.isletme.deu.edu.tr)**

#### **ECTS credits::**

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one semester :	<b>30 ECTS</b>	one full academic year:	<b>60 ECTS</b>
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### **G. RIGHTS AND OBLIGATIONS**

University Bordeaux I, Bordeaux II and Bordeaux IV are engaged in a merging process. They become University of Bordeaux from 1<sup>st</sup> January 2014 which will take over the legal rights and obligations of the University Bordeaux I, Bordeaux II and Bordeaux IV.

H. SIGNATURES OF THE INSTITUTIONS (legal representatives or delegates e.g. dean of the faculty)

Institution [Erasmus code]	Name, function	Date	Signature <sup>10</sup>
TR IZMIR 01	Prof.Dr. Recep Yaparel Vice Rector		
F BORDEAU 41	M. Serge EVRAERT, Directeur		



<sup>10</sup> Scanned signatures are accepted