



Erasmus+ Programme

Dokuz Eylül 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 Eylül University	TRIZMIR 01	<p>1) Erasmus Institutional Coordinator Prof.Dr. M.Banu DURUKAN SALI banu.durukan@deu.edu.tr Tel: +90 232 412 1659</p> <p>2) Bilateral Agreement Contact Person Sevim Tufenk , MSc. sevim.tufenk@deu.edu.tr Tel: +90 232 4121652</p> <p>3) Faculty Contact: Faculty of Business – International Office Kaynaklar Yerleskesi TR 35160 Buca, Izmir, TURKEY Isinsu Atalay, Msc. Tel: +90 232 301 82 71, Fax: +90 232 453 50 62, E-Mail: isinsu.atalay@deu.edu.tr, iso@deu.edu.tr</p>	<p>www.deu.edu.tr</p> <p>www.international.deu.edu.tr</p> <p>http://www.deu.edu.tr/ders-katalog/eng/index.html</p> <p>http://www.isletme.deu.edu.tr</p>

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.

SAXION UNIVERSITY OF APPLIED SCIENCES	NL ENSCHED03	<p><u>Departmental Coordinator</u>::</p> <p>Romy Smeding, Coordinator Internationalisation, School of Marketing and International Management.</p> <p>Tel+31(0)535376933</p> <p>r.smeding@saxion.nl</p> <p><u>Institutional Coordinator</u> :</p> <p>Alice te Winkel, Erasmus Coordinator, International Office</p> <p>Saxion University of Applied Sciences, P.O. Box 501, 7400 AM Deventer</p> <p>The Netherlands</p> <p>Tel: +31 (0)570603614</p> <p>Email: scholarships@saxion.nl</p>	<p>http://www.saxion.nl/exchange.mim</p> <p>http://www.saxion.edu</p>

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)
TRIZMIR 01	NL ENSCHEDE 03	041	Business and administration	1st	2 x 5 months	
NL ENSCHEDE 03	TRIZMIR 01	314	Business	1st	2 x 5 months	

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>)

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 NL ENSCHED03	NLENSCHED E03	041	Business and Administration	2 (min.2 days	1
	TR IZMIR 01	314	Business and Tourism	2 (min.2days)	1

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 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	314	English		B2 / IELTS 6.0	B2 / IELTS 6.0
NL ENSCHED03		English		B2 / IELTS 6.0	B2 / IELTS 6.0

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:

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>

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR IZMIR01	Nomination: May 15th Application: June 15th	Nomination: November 15th Application: December 15th
NL ENSCHED03	May 1	November 1

2. The receiving institution will send its decision within 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.
- 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:

Faculty of Business grading system can be found www.isletme.deu.edu.tr

SAXION:

Table 1-10 grading scale (Grade,Dutch term, English term)

10 uitmuntend, excellent

9 zeer goed, very good

8 goed, good

7 ruim voldoende, amply sufficient

6 voldoende, sufficient

5 bijna voldoende, almost sufficient

4 onvoldoende, insufficient

3 gering, low

2 slecht, bad

1 zeer slecht, very bad

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/
NL ENSCHED03	exchange.io@saxion.nl	http://www.saxion.edu

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/

NL ENSCHED03	Exchange.io@saxion.nl	http://www.saxion.edu http://www.saxion.edu/studying-at-saxion/european/getting-started/insurance/
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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/
NL ENSCHED03	housing@saxion.nl	http://www.saxion.edu

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature⁵
TRIZMIR01	Prof.Dr. Recep YAPAREL Vice Rector	14 /02/2014	
NL ENSCHED03	Drs. J.W. Boomkamp Authorized signatory; Drs. C.J.M. van den Borne Director International Office	25-02-2014	

⁵ Scanned signatures are accepted