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**Erasmus+ Programme**

**Dokuz Eylül University**

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

**Inter-institutional[[1]](#footnote-1) agreement 2020-2022**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]](#footnote-2)**  **(email, phone)** | **Website** |
| Dokuz Eylul University | TR IZMIR 01 | **1) Erasmus Institutional Coordinator:**  Assoc. Prof.Dr. İlkay TAŞ GÜRSOY  Ilkay.tas@deu.edu.tr  Tel: +90 232 412 1659  **2)Bilateral Agreement Contact**:  Sevim Tufenk , MSc.  [sevim.tufenk@deu.edu.tr](mailto:sevim.tufenk@deu.edu.tr)  agreement@deu.edu.tr  Tel: +90 232 4121652  **3) Departmental Contact:** | [www.deu.edu.tr](http://www.deu.edu.tr)  <http://international.deu.edu.tr/?lang=en>  <http://debis.deu.edu.tr/ders-katalog/index.html> |
|  |  |  |  |

**B. Mobility numbers[[3]](#footnote-3) 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, 1st , 2nd or 3rd] \**** | **Number of student mobility periods** | |
| Student Mobility for Studies | *Student Months (=sum)* |
| TRIZMIR 01 |  |  |  | …cycle | …… | .. students x.. months=.. |
|  |  | … cycle | …… | .. students x.. months=.. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 |  |  |  | .. staff x.. hours | ..staff x..days |
|  |  | ..staff x.. hours | ..staff x..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:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Receiving institution  [Erasmus code]** | ***Optional: Subject area*** | **Language of instruc­tion 1** | **Language of instruc­tion 2** | **Recommended language of instruction level[[4]](#footnote-4)** | |
| Student Mobility for Studies  [*Minimum recommended level: B1*] | Staff Mobility for Teaching  [*Minimum recommended level: B2*] |
| TRIZMIR01 |  | ? | ? | ? | ? |
|  |  |  |  |  |  |

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**

**TR IZMIR01:** Incoming students orientation program is organized one week before the semester starts consists of campus visits,  city tours and information on Turkish Culture and useful practical matters. Turkish Language Course is offered to all Exchange Students, free of charge every Friday morning during one semester. It aims to teach basic practical Turkish which can be useful for daily life. Students will acquire 3 ECTS Credits and a certificate at the end of the course if they take 70/100 points.

**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 |
|  |  |  |

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.
* 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:

?????????

**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 4121653 | <http://international.deu.edu.tr/?p=290&lang=en> |
|  |  |  |

**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 4121653 | <http://international.deu.edu.tr/?p=290&lang=en> |
|  |  |  |

**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 4121653 | <http://international.deu.edu.tr/?p=290&lang=en> |
|  |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  **[Erasmus code]** | **Name, function** | **Date** | **Signature[[5]](#footnote-5)** |
| TRIZMIR01 | Prof.Dr. Uğur MALAYOĞLU  Vice Rector |  |  |
|  |  |  |  |

1. Inter-institutional agreements can be signed by two or more higher education Institutions [↑](#footnote-ref-1)
2. Contact details to reach the senior officer in charge of this agreement and of its possible updates. [↑](#footnote-ref-2)
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*](http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx)*)* [↑](#footnote-ref-3)
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> [↑](#footnote-ref-4)
5. Scanned signatures are accepted [↑](#footnote-ref-5)