



Erasmus+ Programme

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

Inter-institutional¹ agreement 2016/17- 2020/21² between programme countries [Minimum requirements]³

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.

Name of the institution (and department, where relevant)	Erasmus code	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
Goethe-Universität	D FRANKFU01	Institutional Coordinator: Ms Uta Brucker PEG Building Theodor-W.-Adorno-Platz 6 D-60629 Frankfurt am Main Tel. +49 69 798 12263, erasmus-io@uni-frankfurt.de	www.uni-frankfurt.de course catalogue: https://qis.server.uni-frankfurt.de/qisserver/rds?state=user&type=0&noDBAction=y&init=y information for incoming students: http://www2.uni-frankfurt.de/44386987/exchprog
		Departmental Coordinator: Carolin Heymann ERASMUS Coordination Institute for Theatre, Film and Media Studies Goethe University Frankfurt Norbert-Wollheim-Platz 1 60323 Frankfurt am Main Tel.: +49 (0) 69 798 32762+49 (0) 69 798 32762 Fax.: +49 (0) 69 798 32068+49 (0) 69 798 32068 erasmus@tfm.uni-frankfurt.de	http://www.tfm.uni-frankfurt.de

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>Kocaeli University</p> <p>Assoc. Prof. Dr. Doğan Yüksel</p> <p>Erasmus Institutional Coordinator</p>		<p>Kocaeli Üniversitesi</p> <p>Uluslararası İlişkiler Birimi</p> <p>Kütüphane Binası 2. Kat</p> <p>41380 İzmit/Kocaeli/TÜRKİYE</p> <p>Tel: +902623031332</p> <p>Fax: +902623031044</p> <p>E-mail: dogan.yuksel@kocaeli.edu.tr</p>	<p>http://int.kocaeli.edu.tr/int/</p>
<p>Contact Details for Student Mobility:</p> <p>Faculty of Fine Arts</p> <p>Coordinator:</p> <p>Ress.Ass.Dr. Hünkar Yılmaz</p>	<p>TR KOCAELI02</p>	<p>Kocaeli Üniversitesi</p> <p>Güzel Sanatlar Fakültesi</p> <p>Anıtpark Yerleşkesi</p> <p>Atatürk Bulvarı</p> <p>41300 İzmit/Kocaeli/TÜRKİYE</p> <p>E-mail: hunkar.yilmaz@kocaeli.edu.tr</p> <p>Telefon: +90 262 303 44 02</p> <p>Fax: +90 262 303 44 03</p>	<p>Web sayfası:</p> <p>http://gsf.kocaeli.edu.tr/eng_index.htm</p> <p>http://gsf.kocaeli.edu.tr/eng_index.htm</p> <p>http://sbe.kocaeli.edu.tr/?lg=en&p=program&abd=28&prq=58&sub=plan</p>

A. Information about higher education institutions

B. Mobility numbers⁵ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] 6	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
TR KOCAELI02	D FRANKFU01	0215	Performing Arts	1 st , 2 nd	1x 10months	-
D FRANKFU01	TR KOCAELI02	0215	Performing Arts	1 st , 2 nd	1x 10months	-

⁵ 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>)

⁶ 1st: undergraduate, 2nd: master or 3rd: PhD

*[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]*

FROM [Erasmus code of the sending institution]	TO [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 KOCAELI02	D FRANKFU01	0215	Performing Arts	tdb	tdb
D FRANKFU01	TR KOCAELI02	0215	Performing Arts	tdb	tdb

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 ⁷	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR KOCAELI02	0215	Turkish	English	B1	B2
D FRANKFU01	0215	German	English (if English taught courses are offered)	B1 / B2	B2

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]

⁷ 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>

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

D FRANKFU01:

Information for disabled students can be found here:

http://www1.uni-frankfurt.de/org/ltg/praes/pr_k/service/ssc/studmitbehinderung/studienfuehrer/index.html

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 KOCAELI02	JULY	DECEMBER
D FRANKFU01	Application: June 15th Nomination: May 15th	Application: December 15 th Nomination: November 15th

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

Termination of the agreement: In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. *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. Students selected prior the date of notification must be admitted by the receiving institution.* 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

Kocaeli University grading system

At Kocaeli University, one full academic year includes two terms with an ECTS credit of 30 for each. Each course is graded in numbers from 0,00 to 4,00 and these grades are equivalent in ECTS grade and level as follows: 0,00-0,50: Fail (F), 0,50-1,50: Conditional Pass (FX), 1,50-2,00: Sufficient (E), 2,00-2,50: Satisfactory (D), 2,50-3,00: Good (C), 3,00-3,50: Very Good (B), 3,50-4,00: Excellent (A)

The ECTS Credits and Grade Transformation Chart for incoming undergraduate/master's/doctorate students is available at the relevant tab of the following link: <http://ogr.kocaeli.edu.tr/KOUBS/akts/index.cfm?Dilid=1>

D-FRANKFU01:

Information about the grading system can be found here:

http://www.uni-frankfurt.de/54720922/Veroeffentlichungsversion_Rahmenordnung-komplett.pdf (in German)

http://www.lug.uni-frankfurt.de/54065524/Veroeffentlichungsversion-Rahmenordnung-_englisch.docx (in English)

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
TR KOCAELI02	International Relations Unit Phone: +90(262) 303 13 24 Email: inerasmus@kocaeli.edu.tr	http://int.kocaeli.edu.tr/int/studentexchange.php?Visa=Residence
D FRANKFU01	<p>For students: Ms Julia Freier PEG Building Theodor-W.-Adorno-Platz 6 D-60629 Frankfurt am Main Telefon: +49-(0)69-798-15080 E-Mail: incoming@uni-frankfurt.de</p> <p>For staff: Mr Florian von Bothmer PEG Building Theodor-W.-Adorno-Platz 6 D-60629 Frankfurt am Main Tel. +49-69-798-17192, Fax +49-69-798-25081 E-Mail: vonBothmer@em.uni-frankfurt.de</p>	<p>For students: http://www2.uni-frankfurt.de/44421621/entry_requirements</p> <p>For staff: http://www2.uni-frankfurt.de/45728083/Visa</p>

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
TR KOCAELI02	International Relations Unit Phone: +90(262) 303 13 24 Email: inerasmus@kocaeli.edu.tr	http://int.kocaeli.edu.tr/int/studentexchange.php?Visa=Residence
D FRANKFU01	<p>For students: Ms Julia Freier PEG Building</p>	<p>For students: http://www2.uni-frankfurt.de/44421804/health_insurance</p>

<p>Theodor-W.-Adorno-Platz 6 D-60629 Frankfurt am Main Telefon: +49-(0)69-798-15080 E-Mail: incoming@uni-frankfurt.de</p> <p>For staff: Mr Florian von Bothmer PEG Building Theodor-W.-Adorno-Platz 6 D-60629 Frankfurt am Main Tel. +49-69-798-17192, Fax +49-69-798-25081 E-Mail: vonBothmer@em.uni-frankfurt.de</p>	<p>For staff: http://www2.uni-frankfurt.de/45727626/Insurances</p>
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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
TR KOCAELI02	<p>International Relations Unit</p> <p>Phone: +90(262) 303 13 24</p> <p>Email: inerasmus@kocaeli.edu.tr</p>	<p>Hotels : http://int.kocaeli.edu.tr/int/?Hotels=Yes</p> <p>Dorms : http://int.kocaeli.edu.tr/int/?Dorms=Yes</p> <p>Share an Apartment : http://int.kocaeli.edu.tr/int/?Accommodation=Yes</p>
D FRANKFU01	<p>For students: Ms Julia Freier PEG Building Theodor-W.-Adorno-Platz 6 D-60629 Frankfurt am Main Telefon: +49-(0)69-798-15080 E-Mail: incoming@uni-frankfurt.de</p> <p>For staff: Mrs Isabelle de Porras Theodor-W.-Adorno-Platz 6 D-60629 Frankfurt am Main Tel. +49-69-798-17193 Fax +49-69-798-763-17193 E-Mail: Porras@em.uni-frankfurt.de</p>	<p>For students: http://www2.uni-frankfurt.de/44421703/accomodation</p> <p>additional information: http://www.studentenwerkfrankfurt.de/en/accommodation.html</p> <p>For staff: http://www2.uni-frankfurt.de/45730456/Accommodation</p>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁸
TR KOCAELI02	Assoc. Prof. Dr. Doğan Yüksel Erasmus Institutional Coordinator	21.01.2016	
D FRANKFU01	Ms Uta Brucker, Erasmus Institutional Coordinator	20.01.2016	b.o.   Goethe University Frankfurt International Office PEG-P.O. Box 3 Grüneburgplatz 1 60323 Frankfurt am Main

⁸ Scanned signatures are accepted