Erasmus+ Programme

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

Inter-institutional agreement 2014-2021
between programme countries

[Minimum requirements][1]

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 (and department, where relevant)	Erasmus code	Contact details[2] (email, phone)	Website (eg. of the course catalogue)
University of L'Aquila	I L-AQUIL01	Administrative: relazioni.internazionali@strutture.univaq.it +39 0862 432762 Academic contact: Dr. Donatella Donatelli donatell@univaq.it +39 0862 433161	http://www.univaq.it/en/index.php
Kocaeli University	TR KOCAELI02	Administrative: intoffice@kocaeli.edu.tr +90 262 3031045 Academic contact: Dr. Hulya Kodal Sevindir hkodal@kocaeli.edu.tr +90 262 3032115	http://ects.kocaeli.edu.tr/index.cfm?Dilid=1

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

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

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B. Mobility numbers[3] 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, 1st, 2nd or 3rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
I L-AQUIL01	TR KOCAELI02	0541	Mathematics	2nd	2x10=20 months	____
TR KOCAELI02	I L-AQUIL01	0541	Mathematics	2nd	2x10=20 months Or 4x5=20 months	____

*[*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 *
I L-AQUIL01	TR KOCAELI02	0541	Mathematics	7	____
TR KOCAELI02	I L-AQUIL01	0541	Mathematics	7	____

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[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)*

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]
I L-AQUIL01	TR KOCAELI02	Italian	English	B1	B2
TR KOCAELI02	I L-AQUL01	Turkish	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution
UNIVAQ: *http://www.univaq.it/en/section.php?id=1442*
Kocaeli University: http://ects.kocaeli.edu.tr/bolum.cfm?Dilid=1&Bolumid=5133&DipTur=3

D. Additional requirements

There are no additional requirements of Kocaeli University.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I L-AQUIL01	30 June	31 October
TR KOCAELI02	26 July	13 December

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

2. The receiving institution will send its decision within <u>6 weeks</u>.

3. A Transcript of Records will be issued by the receiving institution no <u>later than five weeks</u> after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

   [It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic

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[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

year should 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.The termination clauses must include the following disclaimer: "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

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UNIVAQ: http://www.univaq.it/en/section.php?id=545&lang_s=en
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

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
I L-AQUIL01	welcome@strutture.univaq.it phone: +39 0862 432767	http://www.univaq.it/en/section.php?id=545&lang_s=en
TR KOCAELI02	intoffice@kocaeli.edu.tr phone: +90 262 3031045	http://int.kocaeli.edu.tr/int/studentexchange.php

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

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I L-AQUIL01	welcome@strutture.univaq.it phone: +39 0862 432767	http://www.univaq.it/en/section.php?id=545&lang_s=en
TR KOCAELI02	intoffice@kocaeli.edu.tr phone: +90 262 3031045	http://int.kocaeli.edu.tr/int/studentexchange.php

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
I L-AQUIL01	welcome@strutture.univaq.it phone: +39 0862 432767	http://www.univaq.it/en/section.php?id=545&lang_s=en
TR KOCAELI02	intoffice@kocaeli.edu.tr phone: +90 262 3031045	http://int.kocaeli.edu.tr/int/studentexchange.php

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[5]
I L-AQUIL01	Anna Tozzi, Pro Rector for International Relations	12.12.13	
TR KOCAELI02	Serdal Pamuk, Instutional Coordinator	0 4 DEC 2013	

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[5] Scanned signatures are accepted