

Erasmus+ Programme
Key Action 1
- Mobility for learners and staff -
Higher Education Student and Staff Mobility
Inter-institutional agreement 2014-2020
between programme countries
[Minimum requirements]

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 (email, phone)	Website (eg. of the course catalogue)
ATATÜRK UNIVERSITY	TR ERZURUM01	<p>Erasmus Institutional Coordinator Prof. Dr. Fahri Yavuz erasmus@atauni.edu.tr oa@atauni.edu.tr Tel: +90-442-231-1058/3 Fax: +90-442-231-1039 Ataturk University Office of International Affairs Rectorate Building #409 25240 Erzurum/TURKEY</p>	http://eobs.atauni.edu.tr/
NOVIA UNIVERSITY OF APPLIED SCIENCES – YRKESHÖGSKOLAN NOVIA	SF VAASA13	<p>Head of International Relations Camilla Pundars-Mitts International Coordinator Camilla Moliis P. O. Box 6 FI-65201 Vaasa Tel. +358 6 328 5156 camilla.moliis@novia.fi international@novia.fi</p>	www.novia.fi

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 [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]	Number of student mobility periods	
					Student Mobility for Studies (Student number x month -)	Student Mobility for Traineeships
TR ERZURUM01	SF VAASA13	723	Nursing and caring	1 st	4x5=20 4 student 5 months	-
SF VAASA13	TR ERZURUM01	723	Nursing and caring	1 st	4x5=20 4 student 5 months	-

[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 ERZURUM01	SF VAASA13	723	Nursing and caring	2x5=15 2 staff 5 days	1x7=21 1 staff 7 days
SF VAASA13	TR ERZURUM01	723	Nursing and caring	2x5=15 2 staff 5 days	1x5=15 1 staff 5 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	
				Student Mobility for Studies <i>(Minimum recommended level: B1)</i>	Staff Mobility for Teaching <i>(Minimum recommended level: B2)</i>
TR ERZURUM01	–	ENGLISH	–	A2-B1	A2-B1
SF VAASA13		SWEDISH	ENGLISH	B2	B2

D. Additional requirements

Atatürk University has an online guide to welcome students and staff with disabilities:
<http://eobs.atauni.edu.tr>

Novia UAS strives to consider and welcome students regardless of functional disabilities. The sending university is obliged to be in contact with the international unit at Novia UAS at an early stage to discuss special needs and arrangements.

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 ERZURUM01	June 30	November 30
SF VAASA13	Applications: May 1	Applications: November 1

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]
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 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

Atatürk University: <http://eobs.atauni.edu.tr>

Novia University of Applied Sciences:

The following scale is used for all types of evaluations/examinations:

5 = Excellent, 4 = Very good, 3 = Good, 2 = Fair, 1 = Pass, 0 = Not approved

Some courses are only marked as approved/not approved
GK = Approved, 0 = Not approved

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 ERZURUM01	erasmus@atauni.edu.tr oia@atauni.edu.tr +90-442-231-1058/3	http://eobs.atauni.edu.tr (You can find information on this webpage about taking a student visa from Turkey)
SF VAASA13	Camilla.moliis@novia.fi	http://www.novia.fi/exchange-students/practical-information/visa-residence-permits/

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 ERZURUM01	erasmus@atauni.edu.tr oa@atauni.edu.tr +90-442-231-1058/3	http://eobs.atauni.edu.tr
SF VAASA13	Camilla.moliis@novia.fi	http://www.novia.fi/exchange-students/practical-information/insurances/


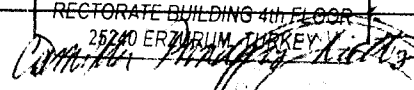
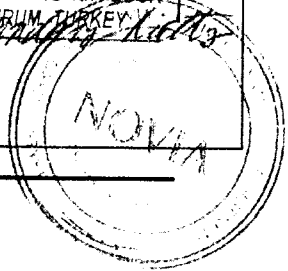
4. Housing

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 ERZURUM01	erasmus@atauni.edu.tr oa@atauni.edu.tr +90-442-231-1058/3	http://eobs.atauni.edu.tr
SF VAASA13	Camilla.moliis@novia.fi	http://www.novia.fi/exchange-students/accommodation/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)*

Institution [Erasmus code]	Name, function	Date	Signature
TR ERZURUM01	Prof. Dr. Fahri YAVUZ Erasmus Institutional Coordinator	10.03.2014	 ATATÜRK UNIVERSITY OFFICE OF INTERNATIONAL AFFAIRS RECTORATE BUILDING 4th FLOOR 25240 ERZURUM, TURKEY
SF VAASA13	Camilla Pundars-Mitts Head of International Relations	5/3/2014	 

*Scanned signatures are accepted.