

**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	<b>Erasmus Institutional Coordinator</b> Prof. Dr. Fahri Yavuz <a href="mailto:erasmus@atauni.edu.tr">erasmus@atauni.edu.tr</a> <a href="mailto:oia@atauni.edu.tr">oia@atauni.edu.tr</a> Tel: +90-442-231-1058/3 Fax: +90-442-231-1039 Ataturk University Office of International Affairs Rectorate Building #409 25240 Erzurum/TURKEY	<a href="http://eobs.atauni.edu.tr/">http://eobs.atauni.edu.tr/</a>
Information Systems Management Institute	LV RĪGA32	<i>Information Systems Management Institute</i> <i>1 Lomonosova Street, building 6,</i> <i>Riga, LV-1019, Latvia</i> <i>+371 67100537</i> <i>erasmus@isma.lv</i>	<a href="http://www.isma.lv">www.isma.lv</a>

## 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods	
					Student Mobility for Studies (Student number x month= )	Student Mobility for Traineeships
TR ERZURUM01	LV RĪGA32	812	Travel, Tourism and Leisure <sup>v</sup>	1 <sup>st</sup> 2 <sup>nd</sup>	4x5=20 4 student 5 months	–
TR ERZURUM01	LV RĪGA32	34	Business and Administration <sup>v</sup>	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	4x5=20 4 student 5 months	–
LV RĪGA32	TR ERZURUM01	812	Travel, Tourism and Leisure	1 <sup>st</sup> 2 <sup>nd</sup>	4x5=20 4 student 5 months	–
LV RĪGA32	TR ERZURUM01	34	Business and Administration	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	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	LV RĪGA32	812	Travel, Tourism and Leisure	3x5=15 3 staff	3x7=21 3 staff

				5 days	7 days
TR ERZURUM01	LV RIGA32	34	Business and Administration	3x5=15 3 staff 5 days	3x7=21 3 staff 7 days
LV RIGA32	TR ERZURUM01	812	Travel, Tourism and Leisure	3x5=15 3 staff 5 days	3x7=21 3 staff 7 days
LV RIGA32	TR ERZURUM01	34	Business and Administration	3x5=15 3 staff 5 days	3x7=21 3 staff 7 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 (Minimum recommended level: B1)	Staff Mobility for Teaching (Minimum recommended level: B2)
TR ERZURUM01	–	ENGLISH	–	A2-B1	A2-B1
LV RIGA32		English	Latvian, Russian	B1	B2

### D. Additional requirements

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

### 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
LV RĪGA32	June15	December 15

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>

#### LVRIGA32 GRADING SYSTEM

Grade	Meaning	Comments	Estimated corresponding ECTS grade
10	<i>īzcili (with distinction)</i>	Knowledge of student is substantially higher than an estimated normal level.	A++
9	<i>īecami (excellen)t</i>	Knowledge of student is higher than an estimated normal level	A+
8	<i>īoti labi (very good)</i>	Knowledge corresponds to the highest expected level.	A
7	<i>Labi (good)</i>	The student has achieved the subject deeply and with understanding, is progressing within the expected limits, but makes minor mistakes.	B
6	<i>gandrīz labi ( almost good)</i>	The student has generally achieved the course within the necessary limits but he or she is either: more reproducing the knowledge than actively using it, or makes more substantial mistakes.	C
5	<i>īiduvēji (satisfactory)</i>	Awarded to students, which are progressing within the limits of their individual abilities, in general are not behind the appropriate age group, but make substantial mistakes and are more fixing the facts than analyzing them.	D
4	<i>gandrīz īiduvēji (almost satis'actory)</i>	the very last positive grade. Might be awarded to students who do their best but still make severe mistakes and are practically just reproducing most of the necessary material.	E
3-1	<i>īeapmierīnīsi (unsatisfactory)</i>	different levels of marks for students whose record is below the expected for the appropriate age group.	

### 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	<a href="mailto:erasmus@atauni.edu.tr">erasmus@atauni.edu.tr</a> <a href="mailto:oia@atauni.edu.tr">oia@atauni.edu.tr</a> +90-442-231-1058/3	<a href="http://eobs.atauni.edu.tr">http://eobs.atauni.edu.tr</a>  (You can find information on this webpage about taking a student visa from Turkey)
LV RĪGA32	<a href="mailto:erasmus@isma.lv">erasmus@isma.lv</a> +371 67100 537	<i>Isma.lv</i>

### **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	<a href="mailto:erasmus@atauni.edu.tr">erasmus@atauni.edu.tr</a> <a href="mailto:oia@atauni.edu.tr">oia@atauni.edu.tr</a> +90-442-231-1058/3	<a href="http://eobs.atauni.edu.tr">http://eobs.atauni.edu.tr</a>
LV RĪGA32	<a href="mailto:erasmus@isma.lv">erasmus@isma.lv</a> +371 67100 537	<i>Isma.lv</i>

### **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 oia@atauni.edu.tr +90-442-231-1058/3	<a href="http://eobs.atauni.edu.tr">http://eobs.atauni.edu.tr</a>
LV RĪGA32	erasmus@isma.lv +371 67100 537	<i>Isma.lv</i>

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



Institution [Erasmus code]	Name, function	Date	Signature
TR ERZURUM01	Prof. Dr. Fahri YAVUZ  <b>Erasmus Institutional Coordinator</b>		
LV RĪGA32	Rector, academician, LSC expert <b>Marga Živitere</b>		

\*Scanned signatures are accepted.

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Institution (Erasmus only)	Contact (name)	Phone (number)	Website for information
TR ERZURUM01	Prof. Dr. Fahri YAVUZ	+90-442-231 1058/3	www.erasmus-tr.com
CY PRGASZ	Marga Živitere	+371 67106 527	www.erasmus.lv

G SIGNATURES OF THE INSTITUTIONS (legal representatives)\*

Institution (Erasmus only)	Name, Position	Date	Signature
TR ERZURUM01	Prof. Dr. Fahri YAVUZ Erasmus Institutional Coordinator	06.02.2019	 ERZURUM UNIVERSITY OFFICE OF INTERNATIONAL RELATIONS P.O. BOX 31000 BUILDING 200 FLOOR 25000 ERZURUM TURKEY
CY PRGASZ	Rector, academician, LSC expert Marga Živitere	06.02.2019	

\*Signatures are required



2014.02.10

5.16.14

## Important Announcement Regarding ECTS Grading Scale in Latvia / Part F Modification of Erasmus + Bilateral Agreement

Attn. to EU HEI's International Relations and Study Departments

1. This refers to transcripts of records, issued by ISMA to EU HEIs ERASMUS students as a confirmation of their ERASMUS mobilities to ISMA during ONLY first semester 2013/2014
2. This also refers to new ERASMUS + Bilateral Agreements 2014/2020, signed and sealed by EU HEI and ISMA before February 6th, 2014.

Correct should be stated as:

Erasmus + Bilateral Agreement part F. **Information 1. Grading system of the institutions:**

LVRIGA32 *10-point grading scheme for assessment*

Achievement level	Grade	Meaning	Approx. ECTS grade
Very high	10	<i>izcilā</i> (with distinction)	A
	9	<i>teicārā</i> (excellent)	A
High	8	<i>ļoti labi</i> (very good)	B
	7	<i>labi</i> (good)	C
Medium	6	<i>gandrīz labi</i> (almost good)	D
	5	<i>vidmērā</i> (satisfactory)	E
Low	4	<i>gandrīz vāji/ēti</i> (almost satisfactory)	E/FX
	3-1	<i>negatīvs vērtējums</i> (unsatisfactory)	Fail

Source: <http://www.erasmus.gov.lv/lp/doma-gradojuma-tilpas-izvairz-gribas-sistema>

ERASMUS + Bilateral Agreement Part F modification come into force since receiving this announcement by Partner Institution.

ISMA Rector, Academician  
 Marga Živītere  
 Riga, February 10th, 2014



2014.02.10