

**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>
FRIEDRICH SCHILLER UNIVERSITY JENA	D JENA01	<b>Institutional Coordinator:</b> Name: Jana Blumenstein, M.A. Email: <a href="mailto:international@uni-jena.de">international@uni-jena.de</a> Phone: +49-3641-931163	<b>General information:</b> <a href="http://www.uni-jena.de/Internationales/Studium_in_Jena-p-">http://www.uni-jena.de/Internationales/Studium_in_Jena-p-</a>

		<b>Departmental Coordinator:</b> Name: Dorothea Spaniel-Weise, M.A. dorothea.spaniel-weise@uni-jena.de Phone: +49-3641-944965	228002/Kurzzeitstudium/ Bewerbung.htm  <b>Course catalogue:</b> <a href="https://friedolin.uni-jena.de/">https://friedolin.uni-jena.de/</a>  <b>ATS-Programme:</b> <a href="http://www.uni-jena.de/ECTS_Information_Auslandsgermanistik.html">http://www.uni-jena.de/ECTS_Information_Auslandsgermanistik.html</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	D JENA01	05.0	Teacher training and education science	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2x5=10 2 students 5 months	–
D JENA01	TR ERZURUM01	09.0	Language and Philological Science	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2x5=10 2 students 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	D JENA01	05.0	Teacher training and education science	1x5 1 staff 5 days	1x5 1 staff 5 days



D JENA01	TR ERZURUM01	09.0	Language and Philological Science	1x5 1 staff 5 days	1x5 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 (Minimum recommended level: B1)	Staff Mobility for Teaching (Minimum recommended level: B2)
TR ERZURUM01	-	ENGLISH	—	A2-B1	A2-B1
D JENA01		GERMAN		Bachelor: B1* Master: C1	B2

\*students who only wish to take courses within the ATS-Programme are admitted from A2-Level ([http://www.uni-jena.de/ECTS\\_Information\\_Auslandsgermanistik.html](http://www.uni-jena.de/ECTS_Information_Auslandsgermanistik.html))

### D. Additional requirements

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

**D JENA 01** - Although University of Jena has infrastructures to host students and staff with disabilities (accommodation, classroom access, etc.), depending on the nature of the disability, some infrastructures may not be adequate. The University of Jena would advise to provide as much information ahead of time in order to inform the student/staff of the feasibility of the mobility.

### 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
D JENA01	Nomination: June 30 <sup>th</sup> Application: July 15 <sup>th</sup>	Nomination: December 31 <sup>st</sup> Application: January 15 <sup>th</sup>

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>

**DE Jena01:** [http://www.uni-jena.de/ECTS\\_Information\\_Auslandsgermanistik.html](http://www.uni-jena.de/ECTS_Information_Auslandsgermanistik.html)

### 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)
D JENA01	<a href="mailto:international@uni-jena.de">international@uni-jena.de</a> +49 3641 931166	<a href="http://www.uni-jena.de/en/guide_guest_studies_FAQ.html">http://www.uni-jena.de/en/guide_guest_studies_FAQ.html</a>  non-EU-nationals will have to apply for student visa before or after arrival

### 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:oa@atauni.edu.tr">oa@atauni.edu.tr</a> +90-442-231-1058/3	<a href="http://eobs.atauni.edu.tr">http://eobs.atauni.edu.tr</a>
D JENA01	international@uni-jena.de +49 3641 931166	<a href="http://www.uni-jena.de/en/guide_guest_studies_FAQ.html">http://www.uni-jena.de/en/guide_guest_studies_FAQ.html</a> accepted insurances: European Health Insurance Cards or German public student HI

#### 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	<a href="mailto:erasmus@atauni.edu.tr">erasmus@atauni.edu.tr</a> <a href="mailto:oa@atauni.edu.tr">oa@atauni.edu.tr</a> +90-442-231-1058/3	<a href="http://eobs.atauni.edu.tr">http://eobs.atauni.edu.tr</a>
D JENA01	international@uni-jena.de +49 3641 931166	<a href="http://www.uni-jena.de/en/guide_guest_studies_FAQ.html">http://www.uni-jena.de/en/guide_guest_studies_FAQ.html</a> <a href="http://www.stw-thuringen.de/english/housing/index.html">http://www.stw-thuringen.de/english/housing/index.html</a> Deadlines: January 31 <sup>st</sup> , July 31 <sup>st</sup>

#### 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>	28.01.2014	 ATATÜRK UNIVERSITY OFFICE OF INTERNATIONAL AFFAIRS RECTORATE BUILDING 4th FLOOR 25240 ERZURUM -TURKEY
D JENA01	<b>Jana Blumenstein, M.A.</b> <b>International Office</b>	28.01.2014	 

\*Scanned signatures are accepted.

---