



Erasmus+ Programme

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

Inter-institutional¹ agreement 2019-2021² 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.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
Atatürk University	TR ERZURUM01	Prof. Dr. Taşkın ÖZTAŞ, Erasmus Institutional Coordinator E-mail: Phone: +90442 231 3126/3 Atatürk University Office of International Affairs Student Affairs Building 2 nd Floor 25240 Erzurum/ TURKEY	

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.

UNIVERSITY OF OPOLE	PL OPOLE01	Institutional Erasmus+ Coordinator: Halina PALMER-PIESTRAK, MA Department for Scientific Research and International Relations University of Opole, Collegium Minus, 11a Kopernika Sq., 45-040 Opole, POLAND Departmental Coordinator: Joanna KULSKA, PhD Faculty of Social Sciences Institute of Political Science Collegium Civitas, ul. Katowicka 89, 45-061 Opole, POLAND	For exchange students: Course Catalogue:
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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] *	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 ERZURUM01	PL OPOLE01	312	Political Sciences and Civics	1 st , 2 nd	2*5=10 months	-
PL OPOLE01	TR ERZURUM01	312	Political Sciences and Civics	1 st , 2 nd	2*5=10 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.]*

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
)

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	PL OPOLE01	312	Political Sciences and Civics	2*5= 10 days (8 hours teaching)	-
PL OPOLE01	TR ERZURUM01	312	Political Sciences and Civics	2*5= 10 days (8 hours teaching)	-

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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ERZURUM01	Political Sciences and Civics	Turkish	English	B1 (English)	B1 (English)
PL OPOLE01		Polish	English (limited courses)	B1 in English - proof of English proficiency language (language certificate or other document of English language skills)	B2 in English recommended

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁶ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see

D. Additional requirements

TR ERZURUM01-

PL OPOLE01:

Students will receive the Newsletter with the instructions and link to the Online Registration System (IRK). They have to upload the Learning Agreement and Application for Accommodation (for those willing to stay in UO dormitories). All documents should be upload before the deadline (for the fall term – 15th June; for the spring term – 30th December).

For staff mobility, the Teaching Programme () or the Training Programme () should be discussed and prearranged with the particular Departmental Coordinator.

The students are guided by Departmental Coordinators for didactic issues as well as by the Department for Scientific Research and International Relations for practical issues like registration, residence permit, student ID, transportation options, accommodation, etc.

University of Opole has the infrastructure to welcome students with disabilities.

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 EZURUM01	June 30 th	November 30 th
PL OPOLE 01	Nominations: May 15 th Applications: June 15 th	Nominations: November 30 th Applications: December 30 th

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

PL OPOLE01

Academic Calendar:

- Fall term: from 1st October till mid-February (including final exams)
- Spring term: from mid-February till 30th June (including final exams)

2. The receiving institution will send its decision within [4] weeks.

3. 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

TR ERZURUM01-

PL OPOLE01

<u>Evaluation</u>	<u>Grade point</u>	<u>Letter grade</u>
Excellent	5	A
Very good	4.5	B
Good	4	C
Acceptable	3.5	D
Satisfactory	3	E
Fail	2	F

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	Phone: +90442 231 3126/3	
PL OPOLE01	Department for Scientific Research and International Relations Tel.: +48 77 5415975	

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	Phone: +90442 231 3126/3	
PL OPOLE01	Department for Scientific Research and International Relations Tel.: +48 77 5415975	

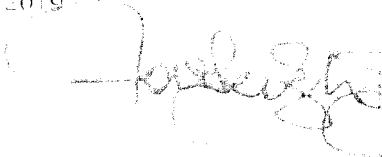

4. Housing

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:

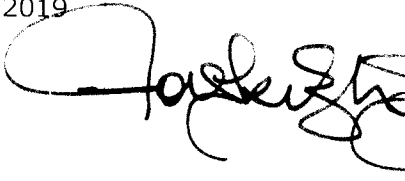
Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ERZURUM01	Phone: +90442 231 3126/3	
PL OPOLE01	Department for Scientific Research and International Relations Tel.: +48 77 5415975	

G. SIGNATURES OF THE INSTITUTIONS

Institution [Erasmus code]	Name / Position	Date
TR ERZURUM01	Prof. Dr. Tazkin ÖZTAS Head, Office of International Affairs and Erasmus Institutional Coordinator	29/07/2019 
PL OPOLE01	Prof. Dr. İbrahim KARACAYAK Vice-Rector for Science and Finance	2019-08-01 

² Scanned signatures are accepted

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
TR ERZURUM01	Prof. Dr. Taşkın ÖZTAŞ Head, Office of International Affairs and Erasmus Institutional Coordinator	29/07/2019	
PL OPOLE01	Prof. dr hab. Janusz SŁODCZYK Vice-Rector for Science and Finance		

⁷ Scanned signatures are accepted