



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 between programme countries

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)
Adam Mickiewicz University in Poznan, Faculty of Modern Languages and Literatures	PL POZNA01	Natalia Jędraszak Faculty of Modern Languages and Literatures al. Niepodległości 4 61-874 Poznań, PL e-mail: erasmneo@amu.edu.pl Tel: +48 61 829 35 37 Jędrzej Pawlicki Institute of Romance Philology al. Niepodległości 4 61-874 Poznań, PL e-mail: ifrom.er@amu.edu.pl Tel: +48 61 829 36 34	https://international.amu.edu.pl/ https://international.amu.edu.pl/amu-pie-short-courses2/amu-pie-short-courses http://neo.amu.edu.pl/ifrom/
Ataturk University Faculty of Letters	TR ERZURUM01	Institutional Erasmus coordinator: Prof. Dr. Fahri Yavuz Directorate for Academic Tel: +90-442-231-1481 / 1012 erasmus@atauni.edu.tr Administrative (Faculty) coordinator: Faculty of Letters French Language Literature	http://eobs.atauni.edu.tr/Default.aspx

	Academic (Departmental) coordinator: Prof. Dr. Mükremin YAMAN Atatürk University Faculty of Letters Department of French Language and Literature 25240 Erzurum Turkey Phone: +90442 231 18 86 Fax: +90442 236 14 28 E-mail: mukremin@atauni.edu.tr
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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	
					Total number of students	Total number of months
PL POZNAN01	TR ERZURUM01	222	Foreign languages	1 st /2 nd	2	10
TR ERZURUM01	PL POZNAN01	222	Foreign languages	1 st /2 nd	2	10

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 *
PL POZNAN01	TR ERZURUM01	222	Foreign languages	1 person / 1 week	

TR ERZURUM01	PL POZNAN01	222	Foreign languages	1 person / 1 week	
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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]	Recommended language of instruction level Staff Mobility for Teaching [Minimum recommended level: B2]
PL POZNAN01	222	French	English	B1 French (for classes taught in French) B1 English (for classes taught in English)	B2 B2
TR ERZURUM01	222	-	- French	- French B1	English - B2 French - B2

For more details on the language of instruction recommendations, see the course catalogue of each institution : <https://international.amu.edu.pl/amu-pie-short-courses2/amu-pie-short-courses>, <https://ects.amu.edu.pl/en/>

D. Additional requirements

- Adam Mickiewicz University accepts students with disabilities.
- Atatürk Üniversitesi has an online guide to welcome students and staff with disabilities: <http://eobs.atauni.edu.tr/Default.aspx>

E. Calendar

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

- Academic calendar:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ERZURUM01	October 1 – February 15 (exam period included)	February 15 – June 30 (exam period included)
PL POZNAN01	October 1 – February 15 (exam period included)	February 15 – June 30 (exam period included)

2. Information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ERZURUM01	June 15	November 30
PL POZNAN01	June 30	November 30

3. Student applications must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ERZURUM01	June 15	November 30
PL POZNAN01	(from May 15) July 15	(from November 15) January 15

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

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

PL POZNAN01

- A/5** EXCELLENT - outstanding performance
B/4+ VERY GOOD - above the average standard with only minor errors
C/4 GOOD - generally sound work with some minor errors
D/3+ SATISFACTORY - fair but with a number of notable errors
E/3 SUFFICIENT - fair but with significant shortcomings
F/2 FAIL

TR ERZURUM01

Atatürk Üniversitesi: <http://eobs.atauni.edu.tr/Default.aspx>

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
PL POZNAN01	erasmus@amu.edu.pl Mrs. Anna Abram +48 829 43 39	http://www.poznan.uw.gov.pl/en http://www.msz.gov.pl/en/travel_to_poland/entering_poland/
TR ERZURUM01	erasmus@atauni.edu.tr Tel: +90442 231 1461-3	http://eobs.atauni.edu.tr/Default.aspx

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
PL POZNAN01	erasmus@amu.edu.pl Mrs. Anna Abram +48 829 43 39	http://www.erasmus.org.pl/coming-poland-formal-issues https://www.ekuz.nfz.gov.pl/en/info_dla_uprawnionych_z_innych/general-information-concerning-access-health-care-during-temporary-st
TR ERZURUM01	erasmus@atauni.edu.tr Tel: +90442 231 1461-3	http://eobs.atauni.edu.tr/Default.aspx

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
PL POZNAN01	erasmus@amu.edu.pl Mrs. Anna Abram +48 829 43 39	http://erasmus.amu.edu.pl
TR ERZURUM01	erasmus@atauni.edu.tr Tel: +90442 231 1461-3	http://eobs.atauni.edu.tr/Default.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
PL POZNAN01	Natalia Jędraszak, Erasmus Faculty Coordinator	13/03/ 2014	U.P.-Erasmus AMU Faculty of Modern Languages and Literature: Natalia Jędraszak
TR ERZURUM01	Prof. Dr. Fahri YAVUZ Erasmus Institutional Coordinator	24/12/2013	

