Erasmus+ Programme

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

Inter-institutional[1] agreement 2014-2020[2]
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)
Ataturk University	TR ERZURUM 01	Erasmus Institutional Coordinator Prof. Dr. Fahri Yavuz erasmus@atauni.edu.tr oia@atauni.edu.tr Tel: +90-442-231-	http://eobs.atauni.edu.tr/

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[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.

		1058/3 Fax: +90-442-231-1039 Ataturk University Office of International Affairs Rectorate Building #409 25240 Erzurum/TURKEY	
La Sapienza University of Rome	I ROMA 01	Rector's Delegate for International Mobility and Erasmus Institutional Coordinator : Luciano Saso Academic Coordinator for POLO DI LATINA : Giuseppe Bonifazi Viale XXIV Maggio 7/9 04100 Latina giuseppe.bonifazi@uniroma1.it + 39 773 476887 Administrative Officer: Maria D'Antoni Viale XXIV Maggio 7/9 04100 Latina maria.dantoni@uniroma1.it + 39 773 476609	http://www.en.uniroma1.it http://corsidilaurea.uniroma1.it/ingegneria-civile-e-industriale-sede-di-latina/il-corso

B. Mobility numbers[5] 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, 1st, 2nd or 3rd] *	Student Mobility for Studies [total number of months of the study periods or average duration *]
TR ERZURUM 01	I ROMA01	071 041	Engineering and Engineering trades Business Administration	1,2 From Each Department	2x5 months (each)

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[5] Mobility numbers can be given per sending/receiving institutions *and per education field (optional*:*
http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx)

I ROMA01	TR ERZURUM 01	071	Engineering and Engineering trades	1,2	2x5 months (each)
		041	Business Administration	From Each Department	

[*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.]

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 ERZURUM 01	I ROMA01	071	Engineering and Engineering trades	1 week (5hours)	1
		041	Business Administration		
I ROMA01	TR ERZURUM 01	071	Engineering and Engineering trades	1 week (5hours)	1
		041	Business Administration		

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 ERZURUM 01		Turkish	English	A2- B1	B2
I ROMA01		Italian	English (only for English taught courses)	B1	B2

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

http://en.uniroma1.it/study-us/graduate/english-taught-courses

http://www.uniroma1.it/erasmusincoming

http://en.uniroma1.it/study-us/visiting-and-exchange-students/english-taught-modules

D. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether the institutions have the infrastructure to welcome students and staff 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 ERZURUM01	June 30	November 30		
I ROMA 01	May, 15th	October,15th	30 days after	30 days after

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[6] For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr

			receiving the login code to on-line application form	receiving the login code to on line application form

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

2. The receiving institution will send its decision within 2 weeks.

3. A Transcript of Records will be issued by the receiving institution no later than   weel after the assessment period has finished at the receiving HEI. [It should normally no exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

4. Termination of the agreement

The present Bilateral Agreement will be valid for the academic year(s) mentioned abov unless either side terminates the present Agreement in writing by June 1st of the yea prior to the academic year concerned. Neither the European Commission nor the Nationა Agencies can be held responsible in case of a conflict

F. Information
1. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide[7]. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students anc will facilitate the credit transfer by the sending institution.

http://www.uniroma1.it/sites/default/files/allegati/ECTS-Grade-Conversion-Scale_Sapienza_20130308_4.pdf

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

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.

[7] http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

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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)
I ROMA01	Maria D'Antoni (Polo di LATINA) Maria.dantoni@uniroma1.it	http://www.uniroma1.it/internazionale/studiare-allestero http://en.uniroma1.it/study-us/visiting-and-exchange-students

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:

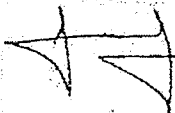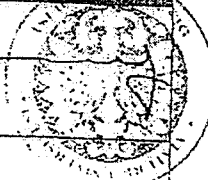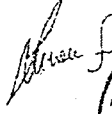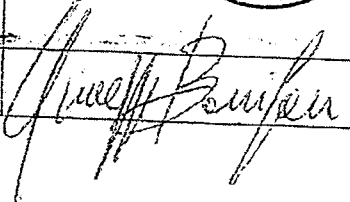| Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ERZURUM01	erasmus@atauni.edu.tr oia@atauni.edu.tr +90-442-231-1058/3	http://eobs.atauni.edu.tr
I ROMA01	Erasmus office Incoming students Phone number 39 0649690434 Email address: erasmusincoming@uniroma1.it	http://en.uniroma1.it/study-us/visiting-and exchange-students/erasmus

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	http://eobs.atauni.edu.tr
I ROMA01	Erasmus Student Network Roma	http://www.esn-roma.it/stanza-erasmus-roma.html
	Agenzia degli Affitti agenzia.affitti@laziodisu.it	http://www.laziodisu.it/default.asp?id=603 06 4970 7657 06 4970 7658 Fax 06 4970 340 **Advertisements :** http://www.laziodisu.it/default.asp?id=1185
	Affitto Roma	http://www.affittostudentiroma.it/it/ Students can be helped to find an accommodation in Latina.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[8]
TR ERZURUM01	Prof. Dr. Fahri YAVUZ **Erasmus Institutional Coordinator**	30/06/2015	
I ROMA01	Luciano Saso Rector's Delegate for International Mobility and Erasmus Institutional Coordinator Giuseppe Bonifazi Polo di Latina Academic Coordinator		
	Giuseppe Bonifazi Polo di Latina Agreement Promoter		

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[8] Scanned signatures are accepted