

Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional agreement 2014/15-2020/21 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 (No. of the course catalogue)
VŠB-Technická Univerzita Ostrava	CZ OSTRAVA01	Jan Pavlík, Erasmus Institutional Coordinator jan.pavlik@vsb.cz Tel: +420597321215 Erasmus Departmental Coordinator: doc. Ing. Karel Vojtasík, CSc. Address: L. Poděštné 1875, Ostrava – Poruba Phone: +420 597 321 947 Fax: +420 597 321 355 e- mail: karel.vojtasik@vsb.cz	www.vsb.cz/erasmus-programme www.fast.vsb.cz Miroslav Basmal marcela.maturkova@vsb.cz
Atatürk University	TR ERZURUM01	Erasmus Institutional Coordinator Prof. Dr. Fahri Yavuz erasmus@atauni.edu.tr oiia@atauni.edu.tr Tel: +90-442-231-1058/3 Fax: +90-442-231-1039 Ataturk University Office of International Affairs Rectorate Building #409 25240 Erzurum/TURKEY	http://eops.atauni.edu.tr/

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	
					Student Mobility for Studies	Student Mobility for Traineeships
CZ OSTRAVA01	TR ERZURUM01	0732 (ISCED:582)	Building and Civil Engineering	1,2	2x5 (10 months)	--
TR ERZURUM01	CZ OSTRAVA01	0732 (ISCED:582)	Building and Civil Engineering	1,2	2x5 (10 months)	--

[*Study cycle is optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.]

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	Staff Mobility for Training
CZ OSTRAVA01	TR ERZURUM01	0732 (ISCED:582)	Building and Civil Engineering	2x5 (10 days)	2x5 (10 days)
TR ERZURUM01	CZ OSTRAVA01	0732 (ISCED:582)	Building and Civil Engineering	2x5 (10 days)	2x5 (10 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)	Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
				Student Mobility for Studies Minimum recommended level (S1)	Staff Mobility for Teaching Minimum recommended level (E2)
CZ OSTRAVA01		English	Czech	B1	B2
TR ERZURUM01		English	--	A2-B1	A2-B1

¹ 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>

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

D. Additional requirements

VŠB-TU Ostrava: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact Erasmus Institutional Coordinator. For information about facilities for students and staff with disabilities see: <http://www.vsb.cz/9230/en/incoming-students/Information/ects/information-for-students/facilities-for-special-needs-students/>

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)
CZ OSTRAVA01	Application deadline: 15.5. (30.4. – students with visa requirement)	Application deadline: 30.11. (31.10. – students with visa requirement)
TR ERZURUM01	Application deadline: 30.06. (15.6. – students with visa requirement)	Application deadline: 30.11. (15.11. – students with visa requirement)

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.

CZ OSTRAVA01

The faculty issues Transcripts of Records. **Every student must pick up the transcript him/herself.** The Faculty of Civil Engineering will not automatically send your transcript to your home university. If the student's exam grades are not yet available when you leave, please make arrangements with the proper office to have your transcript sent to you.

4. Termination of the agreement

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. 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

VŠB-TU Ostrava grading system is described at: www.vsb.cz/grading-system-description

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.

Information and assistance can be provided by the following contact points and information sources:

Institution (Erasmus code)	Contact details (Email, phone)	Website for information
CZ OSTRAVA01	erasmus-visa@vsb.cz	http://www.vsb.cz/visa
TR ERZURUM01	erasmus@atauni.edu.tr ola@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)

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
CZ OSTRAVA01	erasmus-insurance@vsb.cz	http://www.vsb.cz/insurance
TR ERZURUM01	erasmus@atauni.edu.tr ola@atauni.edu.tr +90-442-231-1058/3	http://eobs.atauni.edu.tr



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
CZ OSTRAVA01	accommodation@vsb.cz	http://accommodation.vsb.cz
TR ERZURUM01	erasmus@atauni.edu.tr ola@atauni.edu.tr +90-442-231-1058/3	http://eobs.atauni.edu.tr

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

CZ OSTRAVA01	<p><i>Prof. Ing. Darja Kubečková</i> Prof. Ing. Darja Kubečková, Ph.D. Dean of Faculty of Civil Engineering</p>	31.1.2014	
TR ERZURUM01	<p>Prof. Dr. Fahri YAVUZ Erasmus Institutional Coordinator</p>	23.04.2014	

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 17. listopadu 1

² Scanned signatures are accepted