



Erasmus+ Programme


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

Inter-institutional¹ agreement 2017-20[21]² between institutions from programme and partner 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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about the higher education institutions

Full name of the institution / country	Erasmus code or city ⁴	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
 Pamukkale University	TR DENIZLI01	Assoc. Prof. Dr. Zeha YAKAR	Address: Pamukkale University International Relations Office, Kinikli Kampusu, İleri Araştırma Laboratuvar Merkezi, Kat 2 TR- 20160 Denizli, TURKEY Tel: +90 258 296 2356 E-mail: zyakar@pau.edu.tr Incoming students and staff : internationaloffice@pau.edu.tr Tel: +90 258 296 3299	http://ebs.pau.edu.tr Courses in English for Erasmus Students and others information http://www.pau.edu.tr/uluslararasi/en
University of Tuzla	TUZLA	Prof.Dr. Nermina Hadžigrahić, Rector nermina.hadzigrahic@untz.ba	Address : University of Tuzla, International Relations Office, Dr.Tihomila Markovića br.1, 75 000 Tuzla, Bosnia and Herzegovina e-mail : international@untz.ba tel:00 387 35 300 528	www.untz.ba

¹ Inter-institutional agreements can be signed by two or more higher education institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

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 Higher Education Institutions (HEI) from Erasmus+ programme countries should indicate their Erasmus code while Partner Countries HEI should mention the city where they are located.

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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 DENIZLI01 TUZLI	TUZLI TR DENIZLI01	340	Business Administration	1 st	(3 student x 10 months) Total:30 months	
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0713	Electrical and Electronic Engineering	1 st	(3 student x 10 months) Total:30 months	
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	314	Economics/Labor Economics and Industrial Relations	1 st	(4 student x 10 months) Total:40 months	
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0215	Music and performing arts (Acting / Theatre)	1 st	(3 student x 10 months) Total:30 months	
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0715	Mechanical Engineering	1 st	(3 student x 10 months) Total:30 months	

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>

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TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0719	Mechatronics Engineering	1 st	(3 student x 10 months) Total:30 months
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0912	Medicine	1 st	(3 student x 10 months) Total:30 months
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0230	Turkish Language and Literature	1 st	(3 student x 10 months) Total:30 months

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
				[total number of days of teaching periods or average duration *]	
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	340	Business Administration	2 TS, 1 week,8 hrs	1 ST, 1 week
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0713	Electrical and Electronic Engineering	2 TS, 1 week,8 hrs	1 ST, 1 week
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	314	Economics/Labor Economics and Industrial Relations	4 TS, 1 week,8 hrs	2 ST, 1 week each
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0215	Music and performing arts (Acting / Theatre)	2 TS, 1 week,8 hrs	1 ST, 1 week
TR DENIZLI01 TUZLI	TUZLI	0715	Mechanical Engineering		

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	TR DENIZLI01			2 TS, 1 week,8 hrs	1 ST, 1 week
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0719	Mechatronics Engineering	2 TS, 1 week,8 hrs	1 ST, 1 week
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0912	Medicine	2 TS, 1 week,8 hrs	1 ST, 1 week
TR DENIZLI01 TUZLI	TUZLI TR DENIZLI01	0230	Turkish Language and Literature	2 TS, 1 week,8 hrs	1 ST, 1 week

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 or city]	Optional: Subject area	Main language of instruction	Additional language of instruction	Recommended language of instruction level ⁶	
				Student Mobility for Studies	Staff Mobility for Teaching
TR DENIZLI01	340,314	TURKISH	ENGLISH	ENGLISH B1	ENGLISH B2
Tuzla		BOSNIAN	ENGLISH	B2	B2

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

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**⁷ of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here:

http://eacea.ec.europa.eu/funding/2014/call_he_charter_en.php

The higher education institution(s) located in a **partner country** of Erasmus+ must respect the following set of principles and requirements:

⁶ See Common European Framework of Reference for Languages

⁷ Erasmus+ programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **partner country** of Erasmus further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Any additional requirements

TR DENIZLI01	Erasmus2@pau.edu.tr	http://www.konsolosluk.gov.tr/tr/en/start.aspx
TUZLA	international@untz.ba Tel: +387 35 300 526 Fax: +387 35 300 528	www.untz.ba

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.

Pamukkale University has facilities for special need students. More information please click on the link below

<http://www.pau.edu.tr/engelliogrencibirimi/tr/>

<http://ebs.pau.edu.tr>

F. Calendar

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

Receiving institution	Autumn term*	Spring term*
TR DENIZLI01	July 15th	December 15th
TUZLI	2nd October 2017- 12th January 2018	19th February – 1st June 2018

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

2. The receiving institution will send its decision within [x] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [xx] 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 2015 will only take effect as of 1 September 2015+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."]

G. Information

1. Grading systems of the institutions

PAMUKKALE UNIVERSITY – TR DENIZLI 01 : Information about Grading table used at PAU compared with ECTS can be found at
<http://ebs.pau.edu.tr/BilgiGoster/sayfa.aspx?lng=1&pi=42F0C0F9-F96D-4A94-A062-38FE8851C859>

UNIVERSITY OF TUZLA – GRADING SYSTEM

No.	Grade	Descriptive	Letter	Score
1	5 (five)	not satisfactory/fail	F	0 - 53
2	6 (six)	satisfactory	E	54 – 63
3	7 (seven)	good	D	64 – 73
4	8 (eight)	very good	C	74 – 83
5	9 (nine)	excellent	B	84 – 93
6	10 (ten)	outstanding	A	94 - 100


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:

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SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature
TR DENIZLI01	Prof. Dr. Hüseyin BAĞ, Rector	26 OCT 2017	
TUZLI	Prof. Dr. Nermina Hadžigrahic, Rector		