



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2020[21]² between programme countries

Turkey and Portugal

[Minimum requirements]³

The institutions named below agree to cooperate for the exchange of students and 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.

Mustafa Kemal University & University of Algarve

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)
Mustafa Kemal University	TR HATAY01	Dr. Muharrem KESKIN, Head of Foreign Relations Office Lect. Ömer Faruk KADAN, Erasmus Institutional Coordinator Phone&Fax: +90 326 221 5815 E-mail: erasmus@mku.edu.tr mkuerasmus@gmail.com mkuerasmus@yahoo.com	http://www.mku.edu.tr http://dib.mku.edu.tr http://bbs.mku.edu.tr
University of Algarve	P FARO02	Sofia Nunes, E.U. Programmes Coordinator mobilidade@ualg.pt +351 289 800 003	www.ualg.pt
[...]			

¹Inter-institutional agreements can be signed by two or more higher education Institutions

²Higher Education Institutions have to agree on the period of validity of this agreement

³Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴Contact details to reach the senior officer in charge of this agreement and of its possible updates.

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 and name* [ISCED]	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
				Student Mobility for Studies [total month*]	Student Mobility for Traineeships*
TR HATAY01	P FARO02	0732 Building and Civil Engineering	S,1 st , 2 nd , 3 rd	2 x 10	-
		073 Architecture (Landscape Architecture)	S,1 st , 2 nd , 3 rd	2 x 10	-
P FARO02	TR HATAY01	0732 Building and Civil Engineering	S,1 st , 2 nd , 3 rd	2 x 10	-
		073 Architecture (Landscape Architecture)	S,1 st , 2 nd , 3 rd	2 x 10	-

[*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 and name* [ISCED]	Number of staff mobility periods	
			Staff Mobility for Teaching [total days*]	Staff Mobility for Training*
TR HATAY01	P FARO02	0732 Building and Civil Engineering	Max.2 staff 5 days, 8 hours	-
		073 Architecture (Landscape Architecture)	Max.2 staff 5 days, 8 hours	-
P FARO02	TR HATAY01	0732 Building and Civil Engineering	Max.2 staff 5 days, 8 hours	-
		073 Architecture (Landscape Architecture)	Max.2 staff 5 days, 8 hours	-

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 HATAY01		English	Turkish	B1	B1
P FARO02		Portuguese	English	B1 English	B2 English

⁵Mobility 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>

⁶For 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

[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 HATAY01	30 August	30 December
P FARO02	31 st May	31 st October

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

- The receiving institution will send its decision within 6/8 weeks.
- A Transcript of Records will be issued by the receiving institution no later than 5 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]
- 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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁷. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

Institution [Erasmus code]	Website for Grading information
TR HATAY01	http://dib.mku.edu.tr (Click on EN for pages in English, then click on Erasmus menu)
P FARO02	*

* Description of the Institution's grading system

The result achieved in a course unit whether through continuous assessment or in an examination, is generally expressed in a 0 to 20 grading scale.

The lowest passing grade is 10.

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

ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

1 trimester = 20 credits

ECTS grading scale:

ECTS scale	% of the successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria
FX	-	FAIL - some work required before the criteria can be awarded
F	-	FAIL - considerable further work is required

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 HATAY01	erasmus@mku.edu.tr mkuerasmus@yahoo.com mkuerasmus@gmail.com Phone&Fax: +90 326 2215815	http://dib.mku.edu.tr http://bbs.mku.edu.tr
P FARO02	mobilidade@ualg.pt +351 289 800 003	http://www.ualg.pt/home/en/content/coming-0

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 HATAY01	erasmus@mku.edu.tr mkuerasmus@yahoo.com mkuerasmus@gmail.com Phone&Fax: +90 326 2215815	http://dib.mku.edu.tr http://bbs.mku.edu.tr

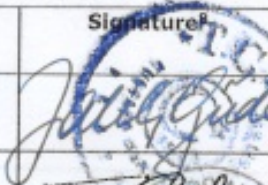
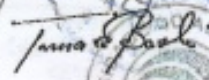
P FARO02	mobilidade@ualg.pt +351 289 800 003	http://www.ualg.pt/home/en/content/insurance-0
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4. Housing

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 HATAY01	erasmus@mku.edu.tr mkuerasmus@yahoo.com mkuerasmus@gmail.com Phone&Fax: +90 326 2215815	http://dib.mku.edu.tr http://bbs.mku.edu.tr
P FARO02	mobilidade@ualg.pt +351 289 800 003	http://www.ualg.pt/home/en/content/accommodation-0

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
TR HATAY01	Prof. Dr. Hüsnü Salih GÜDER Rector	21/03/14	
P FARO02	Prof. Doutor Tomasz Boski, Vice- rector	18/03/2014	



*Scanned signatures are accepted