**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[[1]](#footnote-1)**  **(email, phone)** | **Website**  **(eg. of the course catalogue)** |
| RECEP TAYYIP ERDOGAN UNIVERSITY | TR-RIZE01 | **EXTERNAL RELATIONS OFFICE** Recep Tayyip Erdogan Universitesi, Zihni Derin Kampusu, 53100 Rize TURKEY +90 464 2236126 (Ext. 1285) [erasmus@erdogan.edu.tr](mailto:erasmus@erdogan.edu.tr)  **Departmental Coordinator**  Asst.Prof.Dr. Arzu KARATAŞ  +90 464 223 6126 (Ext.2891)  [arzu.karatas@erdogan.edu.tr](mailto:evrin.tugay@erdogan.edu.tr) | [www.erdogan.edu.tr](http://www.erdogan.edu.tr)  Course Catalogue:  <http://bologna.erdogan.edu.tr/organizasyon.php?kultur=en-US&mod=1> |
|  |  |  |  |

**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.*

***Student Mobility***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **FROM**  **[Erasmus code of the sending institution]** | **TO**  **[Erasmus code of the receiving institution]** | ***Subject area code \** [ISCED]** | ***Subject area name*** | ***Study cycle*** | | | **Number of student mobility  periods** | |
| UG | PG | D | Student Mobility for Studies | Total number of months of the study periods |
| TR-RIZE01 |  | 62 | Agriculture, Forest and Food Sciences | 2 |  |  | 2 | 20 |
|  | TR-RIZE01 | 62 | Agriculture, Forest and Food Sciences | 2 |  |  | 2 | 10 |

*1st cycle of studies: Undergraduate (UG)  
2nd cycle of studies: Postgraduate (PG)  
3rd cycle of studies: Doctoral (D)*

***Staff Mobility for teaching***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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 for TEACHING periods** | | |
| number of teachers per year | number  of weeks | number of teaching hours per week |
| TR-RIZE01 |  | 62 | Agriculture, Forest and Food Sciences | 1 | 1 | 8 |
|  | TR-RIZE01 | 62 | Agriculture, Forest and Food Sciences | 1 | 1 | 8 |

**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*** | **Recommended language of instruction level[[2]](#footnote-2)** | |
| Student Mobility for Studies  [*Minimum recommended level: B1*] | Staff Mobility for Teaching  [*Minimum recommended level: B2*] |
| TR-RIZE01 | 62 | B1 | B2 |
|  | 62 | B1 | B2 |

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**

*TR-RIZE01 : Recep Tayyip Erdogan University offers support for students with disabilities.*

*:*

**E. Calendar**

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

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Autumn term and**  **Full Academic year\***  **[month]** | **Spring term\***  **[month]** |
| TR-RIZE01 | Receiving application: 31st July  Receiving Nomination: 15th July | Receiving application: 30th November Receiving Nomination: 15th November |
|  | Receiving application: 30th June Receiving Nomination: 15th June | Receiving application: 30th November Receiving Nomination: 15th November |

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

2. The receiving institution will send its decision within 5 weeks.

3. 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]

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 2016+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**

*TR-RIZE01 :*[*http://disiliskiler.erdogan.edu.tr/en/?page\_id=345*](http://disiliskiler.erdogan.edu.tr/en/?page_id=345)

*:*

**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-RIZE01 | Visit the website for details | <http://disiliskiler.erdogan.edu.tr/en/?page_id=347> |
|  |  |  |

**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-RIZE01 | Visit the website for details | <http://disiliskiler.erdogan.edu.tr/en/?page_id=350> |
|  |  |  |

**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-RIZE01 | Visit the website for details | <http://disiliskiler.erdogan.edu.tr/en/?page_id=352> |
|  |  |  |

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  **[Erasmus code]** | **Name, function** | **Date** | **Signature[[3]](#footnote-3)** |
| TR-RIZE01 | Spec. Ozan SELCİK Institutional Coordinator Recep Tayyip Erdogan University [ozan.selcik@erdogan.edu.tr](mailto:ozan.selcik@erdogan.edu.tr) | 07.01.2014 |  |
|  |  |  |  |

1. [↑](#footnote-ref-1)
2. 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> [↑](#footnote-ref-2)
3. Scanned signatures are accepted [↑](#footnote-ref-3)