



Erasmus+ Programme

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

Inter-institutional¹ agreement 2018-2021² 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)
Firat University, Faculty of Humanities, Department of English Language and Literature	TR ELAZIG01	<u>Departmental Coordinator:</u> Asist. Prof. Dr. Seda ARIKAN: bulutsedaarikan@gmail.com <u>Institutional Coordinator:</u> Prof. Dr. Sedat SÜNTER: International Relations & Erasmus Office/ Firat University 23119, Elazig/Turkey <u>Email:</u> ssunter@firat.edu.tr <u>Tel.:</u> 00904242370061	https://obs.firat.edu.tr/oibs/bologna/
Chemnitz University of Technology, Faculty of Humanities – English Department	D CHEMNIT01	<u>Departmental Coordinator:</u> Prof. Dr. Cecile Sandten <u>Tel.:</u> +49 371 531 - 37353 <u>Email:</u> cecile.sandten@phil.tu-chemnitz.de <u>Institutional Coordinator :</u> Mr Oliver Sachs <u>Tel.:</u> +49 371 531 37972, <u>Fax :</u> +49 371 531 13509, <u>Email:</u> oliver.sachs@iuz.tu-chemnitz.de	https://www.tu-chemnitz.de/international/incoming/index.php.en

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.

B. Mobility numbers⁵ 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 *
TR ELAZIG01	D CHEMNIT01	023	Languages	1 st , 2 nd	12 (2 students)	-
D CHEMNIT01	TR ELAZIG01	023	Languages	1 st , 2 nd	12 (2 students)	-

[*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	Staff Mobility for Training *
TR ELAZIG01	D CHEMNIT01	023	Languages	7 days	-
D CHEMNIT01	TR ELAZIG01	023	Languages	7 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:

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>)

B. Mobility numbers⁵ 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
TR ELAZIG01	D CHEMNIT01	023	Languages	1 st , 2 nd	12 (2 students)	-
D CHEMNIT01	TR ELAZIG01	023	Languages	1 st , 2 nd	12 (2 students)	-

[*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 ELAZIG01	D CHEMNIT01	023	Languages	7 days	-
D CHEMNIT01	TR ELAZIG01	023	Languages	7 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:

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>)

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 ELAZIG01	023	English	Turkish	B2	B2
D CHEMNIT01	023	English	German	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. Additional requirements

TR ELAZIG01: In case of additional requirements, please contact the International Office: erasmus@firat.edu.tr or departmental coordinator: bulutsedaarikan@gmail.com

D CHEMNIT01:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: luz@tu-chemnitz.de

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 ELAZIG01	30 th August	30 th December
D CHEMNIT01	15 th of July	15 th of January

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

- The receiving institution will send its decision within 8 weeks, provided the documents are complete.
- 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*]

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 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 ELAZIG01	023	English	Turkish	B2	B2
D CHEMNIT01	023	English	German	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. Additional requirements

TR ELAZIG01: In case of additional requirements, please contact the International Office: erasmus@firat.edu.tr or departmental coordinator: bulutsedaarikan@gmail.com

D CHEMNIT01:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: luz@tu-chemnitz.de

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 ELAZIG01	30 th August	30 th December
D CHEMNIT01	15 th of July	15 th of January

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

- The receiving institution will send its decision within 8 weeks, provided the documents are complete.
- 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*]

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>

4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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 ELAZIG01: <http://ogrenci.db.firat.edu.tr/en/node/42>

D CHEMNIT01:

<https://www.tu-chemnitz.de/int/studierende/ects.php.en>

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 ELAZIG01	erasmus@firat.edu.tr ssunter@firat.edu.tr	http://www.mfa.gov.tr/default.en.mfa
D CHEMNIT01	juz@tu-chemnitz.de 0049 (371) 531 13500	https://www.tu-chemnitz.de/international/incoming/index.php.en

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 ELAZIG01	ssunter@firat.edu.tr erasmus@firat.edu.tr	http://dib.firat.edu.tr/en/node/43
D CHEMNIT01	juz@tu-chemnitz.de 0049 (371) 531 13500	https://www.tu-chemnitz.de/international/incoming/index.php.en

4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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 ELAZIG01: <http://ogrenci.db.firat.edu.tr/en/node/42>

D CHEMNIT01:

<https://www.tu-chemnitz.de/int/studierende/ects.php.en>

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 ELAZIG01	erasmus@firat.edu.tr ssunter@firat.edu.tr	http://www.mfa.gov.tr/default.en.mfa
D CHEMNIT01	iuz@tu-chemnitz.de 0049 (371) 531 13500	https://www.tu-chemnitz.de/international/incoming/index.php.en

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 ELAZIG01	ssunter@firat.edu.tr erasmus@firat.edu.tr	http://dib.firat.edu.tr/en/node/43
D CHEMNIT01	iuz@tu-chemnitz.de 0049 (371) 531 13500	https://www.tu-chemnitz.de/international/incoming/index.php.en

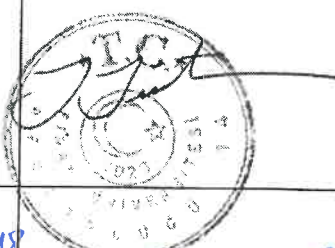
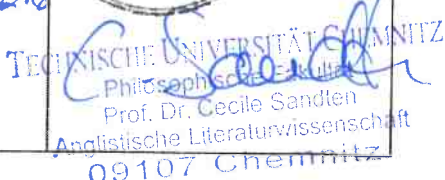
4. Housing

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 ELAZIG01	erasmus@firat.edu.tr	Our university can assure free accommodation for 20 students within the campus. For the rest we will help them to find a place in private dormitories. http://dib.firat.edu.tr/tr/node/81 <i>For more details, please contact us by email</i>
D CHEMNIT01	sabine.grundschock@sw.cz.de 0049 (0)371 5 62 88 51	http://www.tu-chemnitz.de/stuwe/joomla/de/wohnen/wohnen-in-chemnitz

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
TR ELAZIG01	Prof. Dr. Sedat SÜNTER Erasmus Institutional Coordinator	23 rd Nov. 2017	
D CHEMNIT01	Prof. Dr. Cecile Sandten, Erasmus+ Departmental Coordinator, Faculty of Humanities, English Department, Chair of English Literature(s)	06.02.18	

⁷ Scanned signatures are accepted