Erasmus+ Programme

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

Inter-institutional[1] agreement 2014-20[21][2]
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)
Universidade Lusófona de Humanidades e Tecnologias	PLISBOA52	Dra. Teresa do Rosário Damásio Director of the International, Career & Entrepreneurship Office Av. Campo Grande, nº	www.ulusofona.pt/ en

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		376, 1749-024 Lisboa	
		Email:trdamasio@ulusofona.pt	
		Phone: +351 21 751 55 65	
Firat University	TR ELAZIG01	Sedat SÜNTER Erasmus Institutional Coordinator Email: erasmus@firat.edu.tr Phone: +90 4242370061	https://www.firat.edu.tr/en
[...]			

B. Mobility numbers[5] 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, 1st, 2nd or 3rd]* ***	*Number of student mobility periods*	
					Student Mobility for Studies *[total number of months of the study periods or average duration*]*	*Student Mobility for Traineeships* ***
P LISBOA52	TR ELAZIG01	0841	Veterinary Medicine	1st, 2nd	2students/6months	
TR ELAZIG01	P LISBOA52	0841	Veterinary Medicine	1st, 2nd	2students/6months	

[*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.]

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[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)

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 *
P LISBOA52	TR ELAZIG01	0841	Veterinary Medicine	1 staff/8 hours/5days	1 staff/8 hours/5days
TR ELAZIG01	P LISBOA52	0841	Veterinary Medicine	1 staff/8 hours/5days	1 staff/8 hours/5days

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]
P LISBOA52		Portuguese	English	B2	B2
TR ELAZIG01		Turkish	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. 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.]

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[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

TR ELAZIG01

For any information the future incoming students, teachers or staff members may need, please contact the International Relations Office: erasmus@firat.edu.tr

P LISBOA52

-Nomination, application documents and registration received after application deadlines will not be accepted:

-Procedures for Application - Student Mobility for Studies:

-Official nomination by the Home University:

-The students must be registrated in: https://secure.grupolusofona.pt/col.l?p=110:26

-We need to receive by email carmen.pereira@ulusofona.pt the following documents:

1. Learning Agreement (our form);
2. English Language Certificate (B2) or Portuguese Language Certificate (B2);
3. Medical Report (our form);
4. Copy of Identity Card or Passport;
5. Copy of health insurance from home University and
6. Copy of European Health Card.

-Please Pay Attention to these Instructions:

The Learning Agreement must be signed and stamped by the home University and student.

The Medical Report must be filled and stamped by the doctor.

Support is offered to students and staff with a special need or disability, please contact: elisabete.lourenco@ulusofona.pt

+351 21 751 55 65

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P LISBOA52	31st of May	31st of October
TR ELAZIG01	30th August	30th January

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

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 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' guide[7]. 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.]

TR ELAZIG01

http://portal.firat.edu.tr/WebPortal/?BirimID=49&Git=VeriOku&SayfaID=1349&/ECTS.html

P LISBOA52

The University System of grades in Portugal varies between 0 and 20 where the minimum grade to pass is 10. (Law by the Decree nº 42/2005 (22 February 2005)

Grade	Qualification
20 / 18	Excellent

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

17 / 16	Very good
15 / 14	Good
13 / 10	Sufficient
10/0	Fail

ECTS grading scale:

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

ECTS credits:

1 full academic year = 60 credits
1 semester = 30 credits
1   term/trimester = 20 credits

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
P LISBOA52	Elisabete.lourenco@ulusofona.pt	http://www.ulusofona.pt/mobilidade-e-relacoes-internacionais.html

TR ELAZIG01	ssunter@firat.edu.tr erasmus@firat.edu.tr	http://www.mfa.gov.tr/default.en.mfa

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:

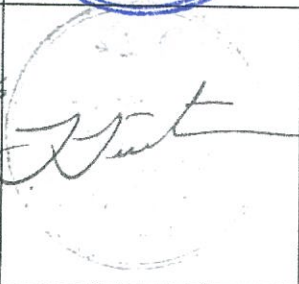| Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA52	Elisabete.lourenco@ulusofona.pt	http://www.ulusofona.pt/mobilidade-e-relacoes-internacionais.html
TR ELAZIG01	ssunter@firat.edu.tr erasmus@firat.edu.tr	http://dib.firat.edu.tr/tr

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
P LISBOA52	Cristina.matos@ulusofona.pt	http://residencia.ulusofona.pt
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. For more details, please contact us by email.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[8]
P LISBOA52	Dra. Teresa do Rosário Damásio Director of the International, Career & Entrepreneurship Office	19-12-16	
TR ELAZIG01	Prof.Dr. Sedat SÜNTER Institutional Erasmus Coordinator	01/07/2016	

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[8] Scanned signatures are accepted