



# Erasmus+ Programme

## Key Action 1

– Mobility for learners and staff –  
Higher Education Student and Staff Mobility

## Inter-institutional agreement 2016-20 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	Erasmus code	Contact details	Website
Albert-Ludwigs-Universität Freiburg	D FREIBUR01	<b>ERASMUS Representative</b> <b>Ulrich Eckelt,</b> Erasmus Büro, Sedanstr. 6, D-79098 Freiburg Tel.: +49 761 203 4269 Fax: +49 761 203 9084 <a href="mailto:ulrich.eckelt@zv.uni-freiburg.de">ulrich.eckelt@zv.uni-freiburg.de</a>	<a href="http://www.studium.uni-freiburg.de/studienbewerbung/austausch/erasmus_international">http://www.studium.uni-freiburg.de/studienbewerbung/austausch/erasmus_international</a>
Faculty of Law	D FREIBUR01	<b>Prof. Dr. Sonja Meier</b> <b>Departmental Coordinator:</b> <b>Sybille Schneiders</b> Email to: <a href="mailto:international@jura.uni-freiburg.de">international@jura.uni-freiburg.de</a> Co-Coordinator: Simone Bemann Internationale Koordination/	<a href="http://www.jura.uni-freiburg.de/internationales">www.jura.uni-freiburg.de/internationales</a>

		International Relations Rechtswissenschaftliche Fakultät/ Faculty of Law Erbprinzenstr. 17a D-79085 Freiburg im Breisgau  Tel: +49 (0)761 203 - 2185 Fax: +49 (0)761 203 - 5524	
Istanbul Kültür University	TR ISTANBU19	<b>Institutional Coordinator:</b> Burcu Atalay-Emre, M.A. European and International Center Ataköy Campus D-100 Yanyol Bakırköy 34156 Istanbul  Agreements: <a href="mailto:agreements-eic@iku.edu.tr">agreements-eic@iku.edu.tr</a>  Outgoings: <a href="mailto:eic-sts-out@iku.edu.tr">eic-sts-out@iku.edu.tr</a>  Incomings: <a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>  Staff: <a href="mailto:staffmobil-eic@iku.edu.tr">staffmobil-eic@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/eic">www.iku.edu.tr/eic</a>  Course Catalogue:  <a href="http://www.iku.edu.tr/EN/ects.php">http://www.iku.edu.tr/EN/ects.php</a>

## 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.

FROM	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
TR ISTANBU19	D FREIBUR01	380	Law	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (x10) = 20	-
D FREIBUR01	TR ISTANBU19	380	Law	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (x10) = 20	-

FROM	TO	Subject	Subject area	Number of staff mobility periods
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		<i>area code</i>	<i>name</i>	Staff Mobility for Teaching	Staff Mobility for Training
TR ISTANBU19	D FREIBUR01	380	Law		
D FREIBUR01	TR ISTANBU19	380	Law		

### 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	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
TR ISTANBU19	Law	Turkish	English	B2 (English)	-
D FREIBUR01	Law	German	English	B1 (English)	-

### D. Additional requirements

#### D FREIBUR01:

Contact the departmental coordinator for further information.

#### TR ISTANBU19:

TR ISTANBU19 is able to receive students and staff with disabilities. This can be discussed before each nomination.

## E. Calendar

1. Partner nominations and student applications must reach the receiving institution by:

Receiving institution	Autumn term	Spring term
TR ISTANBU19	15 JUNE	15 NOVEMBER
D FREIBUR01	15 JUNE	31 NOVEMBER

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

D FREIBUR01: The original transcript has to be sent directly to

Internationale Koordination/ International Relations  
Rechtswissenschaftliche Fakultät/ Faculty of Law  
Erbprinzenstr. 17a  
D-79085 Freiburg im Breisgau

## 4. Academic Calendar

Receiving institution	Autumn term	Spring term
TR ISTANBU19 <sup>1</sup>	01 February 2016 – 06 May	14 September - 21 December
D FREIBUR01 <sup>2</sup>	October – February	April – August

## 5. Termination of the agreement

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 2019 will only take effect as of 1 September 2019+1. 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

D FREIBUR01: [http://www.jura.uni-freiburg.de/internationales/InternationaleStudierende/erasmus\\_incomings/erasmus\\_jura](http://www.jura.uni-freiburg.de/internationales/InternationaleStudierende/erasmus_incomings/erasmus_jura)

<sup>1</sup> <http://www.iku.edu.tr/ENG/5/30617/academic-calendar.html>.

<sup>2</sup> See information sheet [http://www.studium.uni-freiburg.de/termine/semester\\_termine.html](http://www.studium.uni-freiburg.de/termine/semester_termine.html)

ECTS Grade	Local Grade	% of successful students normally achieving the grade	Definition
A	13-18	10	EXCELLENT - outstanding performance with only minor errors
B	10-12	25	VERY GOOD - above the average standard but with some errors
C	7-9	30	GOOD - generally sound work with a number of notable errors
D	5-6	25	SATISFACTORY - fair but with significant shortcomings
E	4	10	SUFFICIENT - performance meets the minimum criteria
FX	1-3	-	FAIL - some more work required before the credit can be awarded
F	0	-	FAIL - considerable further work is required

#### TR ISTANBU19:

In order for the courses taken abroad by the students taking the advantage of the Erasmus Exchange Student Mobility and other exchange programs at the partner universities of Istanbul Kültür University (IKU) to be accredited and to be fully accredited at IKU and within this context, the grades to be shown at the transcripts and Diploma suffixes, the partner universities grade rubrics equivalences at IKU to be stated, a commission that consists the Faculty/ Department/ Vocational School Erasmus Coordinators is established and these commission decisions are approved by the University Senate.

According to this following decisions are made:

1. ECTS (European Credit Transfer System) Grade Equivalences must be predicated on and for the partner universities that do not use AKTS Grade System. An equivalence chart for the AKTS grade system to be asked for,
2. Students going abroad for study to take the Table 1 as reference in course transfers,
3. Table 2 to be taken as reference while giving the grades for the coming students
4. For the IKU partner universities that do not use AKTS grade system and do not supply a AKTS conversion table, the related department and European and International Relations Center to prepare a common decree proposal and present this to the approval of the Senate

ECTS GRADE at IKU	ECTS GRADE at PARTNER UNIVERSITY
A/A-	A
B-/B/B+	B
C-/C/C+	C
D/D+	D
D-	E
FD	FX
FF	F



## 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	Contact details	Website for information
TR INSTANBU19	eic-sts-in@iku.edu.tr	<a href="http://www.iku.edu.tr/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>
D FREIBUR01	<a href="mailto:europa@zv.uni-freiburg.de">europa@zv.uni-freiburg.de</a>	<a href="http://www.studium.uni-freiburg.de/studienbewerbung/austausch/erasmus_international">http://www.studium.uni-freiburg.de/studienbewerbung/austausch/erasmus_international</a> <a href="http://www.studium.uni-freiburg.de/international">http://www.studium.uni-freiburg.de/international</a>

## 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	Contact details	Website for information
TR ISTANBU19	eic-sts-in@iku.edu.tr	<a href="http://www.iku.edu.tr/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>
D FREIBUR01	<a href="mailto:europa@zv.uni-freiburg.de">europa@zv.uni-freiburg.de</a>	<a href="http://www.studium.uni-freiburg.de/studienbewerbung/austausch/austausch">http://www.studium.uni-freiburg.de/studienbewerbung/austausch/austausch</a>

## 4. Housing


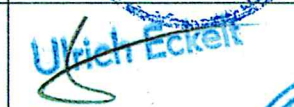
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

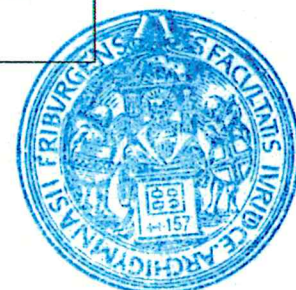
Information and assistance can be provided by the following persons and information sources:

Institution	Contact details	Website for information
TR ISTANBU19	eic-sts-in@iku.edu.tr	<a href="http://www.iku.edu.tr/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>

D FREIBUR01	Shula Matzenauer  Tel.: ++49 (0)761 203-4373 Fax: ++49 (0)761 203-4377 E-Mail: <a href="mailto:housing(at)io.uni-freiburg.de">housing(at)io.uni-freiburg.de</a>	<a href="http://www.io.uni-freiburg.de/wohnraumvermittlung/wohnraumvermittlung.htm?set_language=de">http://www.io.uni-freiburg.de/wohnraumvermittlung/wohnraumvermittlung.htm?set_language=de</a>
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature <sup>3</sup>
TR ISTANBU19	Prof. Dr. Sermin ÖRNEKTEKİN  Vice Rector and Head of International Relations	08.06.2016	
D FREIBUR01	Ulrich Eckelt  ERASMUS representative	20.4.2016	



<sup>3</sup> Scanned documents are accepted