



# Erasmus+ Programme

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

## Inter-institutional agreement 2015-2020/21 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 (email, phone)	Website (eg. of the course catalogue)
University of Malta	MT MALTA01	Ms Stefania Fabri, Director, International & EU Office.  International & EU Office, Room 105, Administration Building, University of Malta, Msida, Malta  Tel: 00356 2340 3416/2804 E-mail: erasmus@um.edu.mt stefania.fabri@um.edu.mt  Prof.Carmel Cefai, Head of Department, Department of Psychology, Faculty for Social Wellbeing	<a href="http://www.um.edu.mt/int-eu/erasmusplus">http://www.um.edu.mt/int-eu/erasmusplus</a>
Istanbul Kültür University	TR ISTANBU19	Burcu Atalay – Emre, M.A Erasmus Institutional Coordinator	<a href="http://www.iku.edu.tr/">http://www.iku.edu.tr/</a>

		<a href="mailto:b.atalay@iku.edu.tr">b.atalay@iku.edu.tr</a> European and International Center, Ataköy Campus, D-100 Yanyol, Bakırköy, 34156, Istanbul <b>Agreements:</b> <a href="mailto:agreements-eic@iku.edu.tr">agreements-eic@iku.edu.tr</a> <b>Outgoings:</b> <a href="mailto:eic-sts-out@iku.edu.tr">eic-sts-out@iku.edu.tr</a> <b>Incomings:</b> <a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a> <b>Staff:</b> <a href="mailto:staffmobil-eic@iku.edu.tr">staffmobil-eic@iku.edu.tr</a>	
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## 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.

### Staff Mobility (STA & STT)

FROM	TO	Subject area code	Subject area name	Staff Mobility for Teaching & Staff Mobility for Training	
				Teachers	Days
MT MALTA01	TR ISTANBU19	313	Psychology	1	7
TR ISTANBU19	MT MALTA01	313	Psychology	1	7

## 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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
MT MALTA01		English		B2	B2

TR ISTANBU19		English		B2	B2
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For more details on the language of instruction recommendations, see the course catalogue of each institution: <http://www.um.edu.mt/int-eu/erasmus/incoming/langcourses>

#### D. Additional requirements

1. Erasmus coordinators are requested to submit the students' nomination by the stipulated dates. For further information regarding deadlines, kindly visit the following link: <http://www.um.edu.mt/int-eu/erasmus/incoming/deadlines/>

2. Students are to submit the following documents with regards to the application procedures: Enrolment form, health form, important information form, photocopy of their passport/identity card, copy of the European Health Insurance Card, copy of their travel insurance, English Language Proficiency declaration and the learning agreement. The learning agreement should be approved prior to the student arrival at the University of Malta. For further information kindly visit the following link: <http://www.um.edu.mt/int-eu/erasmusplus/incoming/enrolment>

3. At the beginning of every academic semester the International & EU Office organises an Orientation Session for the Erasmus students starting their studies at the University of Malta. New Erasmus students are expected to be in Malta by the stipulated date in order to follow this orientation session.

4. Visiting students are to remain in Malta until the end of their semester examinations and should hand in all their assignments and sit for their exams prior to their departure.

Students should highlight any disabilities at application stage so that their needs and requirements can be addressed and the right support assured prior to their acceptance. The ACCESS-disability Support Unit has been set up at the University of Malta in order to ensure support to both local and visiting students and staff with disability.

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
MT MALTA 01	1 <sup>st</sup> June	1 <sup>st</sup> November
TR ISTANBU19	15 <sup>th</sup> June	15 <sup>th</sup> December

2. The receiving institution will send its decision within 3-4 weeks.

3. A Transcript of Records will be issued by the receiving institution no later than 12 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

This Collaboration Agreement may be terminated on the following grounds:

- End of stipulated period of validity.

- Mutual agreement between the parties.
- Written notice of termination with 6 months in advance, provided the termination shall not become effective until the end of the stay of the students enrolled in both institutions on the date of notification.

## F. Information

### 1. Grading systems of the institutions

University of Malta grading system:

<http://www.um.edu.mt/registrar/regulations/general/harmonisedregs-09>

Istanbul Kültür University grading system:

<http://www.iku.edu.tr/EN/ectsikuinfo.html>

### 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
MT MALTA 01	<a href="mailto:elaine.zammit@um.edu.mt">elaine.zammit@um.edu.mt</a>	<a href="http://www.um.edu.mt/int-eu/International/eresidence">http://www.um.edu.mt/int-eu/International/eresidence</a>
TR ISTANBU19	<a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html">http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html</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. Incoming students are responsible for insuring themselves prior to the arrival at the Host Institution.

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
MT MALTA01	<a href="mailto:erasmus@um.edu.mt">erasmus@um.edu.mt</a>	<a href="http://www.um.edu.mt/int-eu/erasmusplus/incoming">http://www.um.edu.mt/int-eu/erasmusplus/incoming</a>
TR ISTANBU19	<a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html">http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html</a>



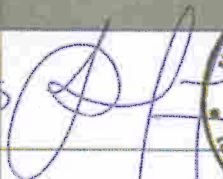
#### 4. Housing

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 [Erasmus code]	Contact details (email, phone)	Website for information
MT MALTA01	info@universityresidence.com	<a href="https://secure.um.edu.mt/int-eu/erasmusplus/incoming/accommodation">https://secure.um.edu.mt/int-eu/erasmusplus/incoming/accommodation</a>
TR ISTANBU19	elc-sts-in@iku.edu.tr	<a href="http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html">http://www.iku.edu.tr/ENG/6/1305/student-mobility-for-studies-incoming.html</a>

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

Institution [Erasmus code]	Name, function	Date	Signature
MT MALTA01	Ms Stefania Fabri, Director, International & EU Office	30.07.15	
TR ISTANBU19	Prof. Dr. Sermin Örnektekin Vice Rector and Head of International Relations	31.07.2015	