



Erasmus+ Programme

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

Inter-institutional¹ agreement 2018/19-2020/21 between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
Malmö University, Department of Global Political Studies	S MALMO01	Maria Wennerberg, International Administrative Coordinator , Faculty of Culture and Society, Malmö University, S-205 06 Malmö, Sweden, Phone: +46-40 665 71 34, Email: maria.wennerberg@mah.se Lena Isaksson, International Academic Coordinator , Faculty of Culture and Society, Malmö University, S-205 06 Malmö, Sweden, Phone: +46-40 665 72 90 Email: lana.isaksson@mah.se Titti Kjellander, Institutional Erasmus Coordinator , Malmö University, S-20506 Malmö, Sweden, Tel.: +46- 40-665 87 50 Fax: +46-40-665 71 55, Email: titti.kjellander@mah.se	www.mah.se/student/exchange

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Istanbul Kültür Üniversitesi	TR ISTANBU19	<p>International Office Ataköy Campus, D-100 Yanyol, Bakırköy,34158, Istanbul erasmus@iku.edu.tr</p> <p>Seçkin Taygun Altıntaş Erasmus Institutional Coordinator E-mail : s.altintas@iku.edu.tr Tel: +90 212 498 44 66</p> <p>Ecem Baloğlu Incoming Students, Inter-Institutional Agreements and ERASMUS+ World E-mail : e.baloglu@iku.edu.tr Tel: +90 212 498 4056</p> <p>Aylin Atlı Outgoing Students for Student Mobility E-mail : a.atli@iku.edu.tr Tel: +90 212 498 4421</p> <p>Ebru Kara Outgoing Students for Internship E-mail : ebru.kara@iku.edu.tr Tel: +90 212 498 4058</p> <p>Murat Akan European Internship Consortia and Staff Mobility E-mail: m.akan@iku.edu.tr Tel: +90 212 498 4571</p>	<p>http://www.iku.edu.tr/ENG/index.php</p> <p>Academic Package: https://www.iku.edu.tr/EN/ects.php</p>
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B. Mobility numbers⁴ per 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 (SMS) [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
S MALMO01	TR ISTANBU19	0310 0312	Social and behavioural sciences	1 st , 2 nd	3 students, maximum 15 months	N/A

⁴ 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>)

			Political sciences and civics			
TR ISTANBU19	S MALMO01	0310 0312	Social and behavioural sciences Political sciences and civics	1 st , 2 nd	3 students, maximum 15 months	N/A

*[*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]	I ROMA04	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching (STA) [total number of days of teaching periods or average duration *]	Staff Mobility for Training (STT) *
S MALMO01	TR ISTANBU19	0310 0312	Social and behavioural sciences Political sciences and civics	1 staff, 1 week, minimum 8 teaching hours	N/A
TR ISTANBU19	S MALMO01	0310 0312	Social and behavioural sciences Political sciences and civics	1 staff, 1 week, minimum 8 teaching hours	N/A

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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
S MALMO01		English	English	In order to follow courses at Global Political Studies it is <i>recommended</i> that students have a proficiency in English that is equivalent to the general admission requirements of Malmö University. Please find further information at: http://www.mah.se/english-requirements	N/A
TR ISTANBU19		English	Turkish	B1	N/A

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

S MALMO01 is able to receive students with disabilities. This can be discussed before each nomination.

⁵ 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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
S MALMO01	15 April	15 October
TR ISTANBU19	15 June	15 November

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

2. S MALMO01 will send its decision within 6 weeks after deadline
TR ISTANBU19 will send its decision within 6 weeks after deadline.
3. A Transcript of Records will be issued by S MALMO01 no later than 5 weeks after the assessment period has finished. Please note that the Transcript of Records may be somewhat delayed during holiday periods.
A Transcript of Records will be issued by TR ISTANBU19 no later than 6 weeks after the assessment period has finished
4. Termination of the agreement
This Agreement will be effective when the representatives of both institutions affix their signatures to it. It shall stay in effect for the time period stated above. It may be subject to revision or modification from time to time by mutual agreement including the attachment of additional schedules as they are developed. Either party reserves the right to terminate this Agreement upon twelve months' written notice to the other party. In this case, the program(s) or the activity(ies) already approved by both parties shall be allowed to be completed under the conditions of this agreement. 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

Grading information at S MALMO01: www.mah.se/grading-systems

Grading information at TR ISTANBU19: <https://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
S MALMO01	residencepermit@mah.se	www.mah.se/student/exchange/information
TR ISTANBU19	erasmus@iku.edu.tr	https://www.iku.edu.tr/ENG/15/2390/visa-residence-permit.html

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
S MALMO01	internationaloffice@mah.se	www.mah.se/student/exchange/information
TR ISTANBU19	erasmus@iku.edu.tr	http://www.iku.edu.tr/ENG/15/2421/mobility-procedures.html



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
S MALMO01	housing@mah.se	www.mah.se/student/exchange/accommodation
TR ISTANBU19	erasmus@iku.edu.tr	https://www.iku.edu.tr/ENG/15/2391/accommodation.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
S MALMO01	Titti Kjellander, Institutional Erasmus Coordinator, Malmö University	24/11/2017	 
TR ISTANBU19	Seçkin Taygun Altıntaş Istanbul Kültür University Institutional Erasmus Coordinator	20 / 11 / 2017	 

⁶ Scanned signatures are accepted