



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

Inter-institutional agreement 2014/15-2020/21
between programme countries
[Minimum requirements]¹

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 ² (email, phone)	Website (eg. of the course catalogue)
Ruhr-Universität Bochum (RUB)	D BOCHUM01	Institutional coordinator: Jutta Schmid International@rub.de phone +49 234 32 28763	http://www.ruhr-uni-bochum.de/ http://international.rub.de/gaststudis/index.html
Faculty of Law		Departmental coordinator: Prof. Dr. iur. Renate Schaub zfi-jura@rub.de phone +49 234 32 28842	http://www.jura.ruhr-uni-bochum.de/ http://www.ruhr-uni-bochum.de/ipr/ausland/incomings.html
Istanbul Kültür Üniversitesi	TR ISTANBU19	Burcu Atalay-Emre, M.A. b.atalay@iku.edu.tr , eic@iku.edu.tr European and International Center, Ataköy Campus, D-100 Yanyol, Bakırköy, 34156, Istanbul. Agreements: agreements-eic@iku.edu.tr Outgoing: eic-sts-out@iku.edu.tr Staff: staffmobil-eic@iku.edu.tr Incomings: eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic Course catalogue: http://www.iku.edu.tr/EN/ects.php
Faculty of Law		Departmental coordinator: Can Çelik c.celik@iku.edu.tr	

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers³ 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 September in the preceding academic year.

Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle ⁴	Number of student mobility periods ⁵
D BOCHUM01	TR ISTANBU19	380	Law	1 st , 2 nd	2x10=20 (total months)
TR ISTANBU19	D BOCHUM01	380	Law	1 st , 2 nd	2x10=20 (total months)

Staff Mobility for Teaching

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 ⁶
D BOCHUM01	TR ISTANBU19	380	Law	2x2 weeks
TR ISTANBU19	D BOCHUM01	380	Law	2x2 weeks

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]	Language of instruc- tion 1	Language of instruc- tion 2 ⁷	Recommended language of instruction level ⁸	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D BOCHUM01	German	English	B1	To be defined by the academic partners
TR ISTANBU19	Turkish	English	B2 (English)	N/A

Where there is a compulsory language requirement, it must be indicated in this agreement. For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

³ ISCED Area Code: <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

⁴ 1st: undergraduate, 2nd: master or 3rd: PhD. Faculties and Schools are only allowed to sign undergraduate mobility exchange agreements. For 2nd (master) or 3rd (PhD) mobility agreements

⁵ Total number of months of the study period.

⁶ Total number of weeks of teaching periods or average duration

⁷ Language of instruction is described in the Course Catalogue at <http://www.ugr.es/pages/estudios>

⁸ 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>

D. Additional requirements⁹/information

D BOCHUM01

The university welcomes students and staff with disabilities and offers the necessary facilities and support.

Useful information: <http://www.akafoe.de/inklusion/>

TR ISTANBU19

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

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
D BOCHUM01	June 15 th	December 15 th
TR ISTANBU19	June 15 th	November 15 th

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

3. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
D BOCHUM01	October - March	April - September
TR ISTANBU19	September- end of December	February- June

4. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
5. Termination of the agreement: In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. *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. Students selected prior the date of notification must be admitted by the receiving institution.* 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

Ruhr-Universität Bochum (RUB)

The grading scheme usually comprises five levels (with numerical equivalents; intermediate grades may be given): "Sehr Gut" (1) = Excellent/Very Good; "Gut" (2) = Good; "Befriedigend" (3) = Satisfactory; "Ausreichend" (4) = Sufficient; "Nicht ausreichend" (5) = Non-Sufficient/Fail. The minimum passing grade is

⁹ 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.]

"Ausreichend" (4). Some departments at RUB use grades given in percentage (100-0) or grade points (18-0).

TR ISTANBU19:

<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
D BOCHUM01	International Office international@rub.de +49 234 32 22199	http://international.rub.de/rubiss/start/
TR ISTANBU 19	eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic-visa

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
D BOCHUM01	International Office international@rub.de +49 234 32 22199	http://international.rub.de/gaststudis/gastbewerber.html.en
TR ISTANBU 19	eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic-incomingsts


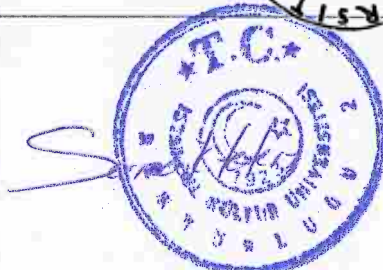
4. Housing

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
D BOCHUM01	International Office Magdalena Bichmann magdalena.bichmann@uv.rub.de phone +49 234 32 27248	http://international.rub.de/gaststudis/accommodation/index.html.en
TR ISTANBU 19	eic-sts-in@iku.edu.tr	www.iku.edu.tr/eic-incomingsts

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹⁰
D BOCHUM01	Jutta Schmid <i>Institutional Erasmus Coordinator</i>	26.02.2014	
TR ISTANBU 19	Prof. Dr. Sermin ÖRNEKTEKİN, Vice Rector and Head of International Relations	07.04.2014	

¹⁰ Scanned signatures are accepted

