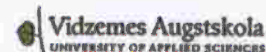




Erasmus+ Programme

Key Action 1



Key Action 1

– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional¹ agreement
2013/2014 -2015/2016
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 ² (email, phone)	Website (e.g. of the course catalogue)
Istanbul Kültür University	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
Vidzemes Augstskola (Vidzeme University of Applied Sciences)	LV VALMIER01	international@va.lv , iveta.putnina@va.lv Phone: +371 64250853	www.va.lv http://www.va.lv/en/page/courses-exchange-students

B. Mobility numbers³ 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, 1 st , 2 nd or 3 rd] *	Number of student mobility periods
					Student Mobility for Studies [total number of months of the study periods or average duration*]
LV VALMIER01	TR ISTANBU19	061/34	ICT/Business	1st	2 x 5 = 10
TR ISTANBU19	LV VALMIER01	061/34	ICT/Business	1st	2 x 5 = 10

[*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.]

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

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

³ 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>) with at least 8 hours of 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	
				Staff Mobility for Teaching [Total number of days of teaching periods or average duration *]	Staff Mobility for Training *
LV VALMIER01	TR ISTANBU19			1 person/5 days	2 persons/10 days
TR ISTANBU19	LV VALMIER01			1 person/5 days	2 persons/10 days

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU19		Turkish	English	B2 (English)	N/A
LV VALMIER01		Latvian	English	B2 English	C1 English

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.]

TR ISTANBU 19 is able to receive students and staff with disabilities. This can be discussed before each nomination.

LV VALMIER01 Information on the application is available at: <http://www.va.lv/en/page/how-apply> , <http://www.va.lv/en/page/insurance-and-health-services>

E. Calendar

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

Receiving institution	Winter term ⁵ [month]	Summer term ⁶ [month]
LV VALMIER01 (1) Application deadlines	May 1	October 15
(2) Academic Year (Courses Period)	Beginning of September – end of January	Beginning of February – End of June
TR ISTANBU19	Application Deadline: June 15th	Application Deadline: November 15th
(2) Academic Year (Courses Period)	Beginning of September – end of January	Beginning of February – End of June

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

⁴ 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>

⁵ To be adapted in case of a trimester system.

⁶ To be adapted in case of a trimester system.

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

4. Termination of the agreement

Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before January 1st. 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

Istanbul Kültür University

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

	Vidzeme University of Applied Sciences	Istanbul Kültür University
WWW for Incoming Students	http://www.va.lv/en/page/exchange-students	www.iku.edu.tr/eic-incomingsts
WWW Course Catalogue	http://www.va.lv/en/page/course-catalogue	http://www.iku.edu.tr/EN/ects.php
Housing ⁷	http://www.va.lv/en/page/accommodation-and-university-premises	www.iku.edu.tr/eic-incomingsts
Contact details	international@va.lv	eic-sts-in@iku.edu.tr
WWW Visa Information ⁸	http://www.va.lv/en/page/residence-permit-and-visa	www.iku.edu.tr/eic-visa
Contact details	international@va.lv	eic-sts-in@iku.edu.tr
WWW Insurance Information ⁹	http://www.va.lv/en/page/insurance-and-health-services	www.iku.edu.tr/eic-incomingsts
Contact details	international@va.lv	eic-sts-in@iku.edu.tr

⁷ The receiving institution will guide and help incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

⁸ 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 ECHE.

⁹ The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

ECTS Users' Guide ¹⁰	http://www.va.lv/en/page/study-guide Grades at Vidzeme University of Applied Sciences are awarded on a ten-point scale which is comparable with ECTS grades:			http://www.iku.edu.tr/EN/ectsikuinfo.html#	
	Achievement level	Local Grade	Meaning		Approx. ECTS grade
	very high	10	with distinction		A
		9	excellent		A
	high	8	very good		B
		7	good		C
	medium	6	almost good		D
		5	satisfactory		E
		4	almost satisfactory		E/FX
	low	3-1	unsatisfactory		Fail
passed		Performance at least at the required satisfactory level	passed		

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹¹
TR ISTANBU19	Prof. Dr. Sermin ÖRNEKTEKİN, Vice-President Head of International Relations	20.02.2014	
LV VALMIER01	Dr.hist. Gatis Krūmiņš, Rector	18.02.2014	

¹⁰ Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. 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.

¹¹ Scanned signatures are accepted

