



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2018/2019-2020/2021<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
Istanbul University	TR ISTANBU03	Erasmus Institutional Coordinator <b>Prof. Dr.</b> <b>Y. Yeşim Ö. Yürür</b> <a href="mailto:erasmus@istanbul.edu.tr">erasmus@istanbul.edu.tr</a> Tel: +90 212 440 00 00/11222	<a href="http://erasmus.istanbul.edu.tr/en/">http://erasmus.istanbul.edu.tr/en/</a> Lecture Catalogue: <a href="https://egitimdeyapilanma.istanbul.edu.tr/?dil=en">https://egitimdeyapilanma.istanbul.edu.tr/?dil=en</a> <a href="http://erasmus.istanbul.edu.tr/en/?p=7027">http://erasmus.istanbul.edu.tr/en/?p=7027</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Istanbul University	TR ISTANBU03	Faculty/Departmental Coordinator  <b>Asst. Prof. Aslihan Sevinç Kuyucu</b> <a href="mailto:asevinck@istanbul.edu.tr">asevinck@istanbul.edu.tr</a> Tel: +90 212 440 00 00/11798	
<i>Università degli Studi di Messina</i>	I MESSINA01	Erasmus Institutional Coordinator  Giuseppe Lucchese, PhD <i>Head of International Relations Organisational Unit</i> <i>Piazza S. Pugliatti, 1</i> <i>I-98122 Messina, Italy</i> <i>Phone: +39 090 6768534</i> <i>Email: erasmus@unime.it</i>	<a href="http://www.unime.it/">http://www.unime.it/</a>  <a href="https://international.unime.it/">https://international.unime.it/</a>
<i>Dipartimento di Giurisprudenza</i>		Faculty/Departmental Coordinator  <i>Commissione Erasmus Dipartimento di Giurisprudenza</i>  Prof. Stefano Ruggeri Prof.ssa Cinzia Ingratoci Scorciapino Prof.ssa Vittoria Berlingò  <a href="mailto:commissioneerasmusius@unime.it">commissioneerasmusius@unime.it</a>	<a href="https://www.unime.it/it/dipartimenti/giurisprudenza">https://www.unime.it/it/dipartimenti/giurisprudenza</a>

## B. Mobility numbers<sup>5</sup> 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.

### Student Mobility (SMS)

FROM [Erasmus]	TO [Erasmus]	Subject area	Subject area	Study cycle	Number of student mobility periods
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<sup>5</sup> 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>)

code of the sending institution]	code of the receiving institution]	code * [ISCED]	name *	[short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Student Mobility for Studies  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
TR ISTANBU03	I MESSINA01	0421	Law	1 <sup>st</sup>	40 (4x10 months)	-----
				2 <sup>nd</sup>	40 (4x10 months)	
				3 <sup>rd</sup>	40 (4x10 months)	
I MESSINA01	TR ISTANBU03	0421	Law	1st  3rd	40 (4x10 months)  6 (1X6 months)	-----

[\*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.]

#### Staff Mobility (STT or STA)

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  [total number of days of teaching periods or average duration *]	
				Staff Mobility for Teaching	Staff Mobility for Training *
TR ISTANBU03	I MESSINA01	0421		2 x 5 days	2 x 5 days
I MESSINA01	TR ISTANBU03	0421		2 x 5 days	2 x 5 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU03		Turkish	English/German	B1	B2
I MESSINA01		Italian	English	B1	B2

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

##### TR ISTANBU 03

- The selection criteria for students and staff are regulated by the sending university; measures for preparing, receiving and integrating mobile students and/or staff are organised by the receiving institution.
- Erasmus Incoming Students have to choose courses from the department with which the agreement is existing, they can choose two courses from any faculties as long as the courses are not overlapping!
- For the implementation of STA/STT-mobilities, a letter of invitation – issued by a Istanbul University contact person – is required.

##### I MESSINA01

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 University of Messina ensures support to both local and visiting students and staff with disability. Please refer to: <https://www.unime.it/it/ateneo/interventi-specializzati-studenti-diversamente-abili>

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TRISTANBU 03	June 15th	November 15th
I MESSINA01	June, 30 <sup>th</sup>	November, 30 <sup>th</sup>

<sup>6</sup> 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>

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

### TRISTANBU 03

Information on the Application System is available at

<http://erasmus.istanbul.edu.tr/en/>

2. The receiving institution will send its decision within [6] 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 HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. 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

### TRISTANBU 03

**ECTS Credits:** Istanbul University uses the *European Credit Transfer and Accumulation System* (ECTS) which is a workload-based system for measuring and comparing study results. The student is awarded a certain number of ECTS credits for each course which reflects the workload necessary to successfully complete a course. Credits are awarded only when the student has fulfilled the course requirements, for example regular attendance. The credits are allocated by the individual departments in accordance with the standard workload determined by the respective study and examination regulations whereby one credit equals 30 hours of study. Please note that the Student Exchange Office refrains from prescribing a standard workload per semester.

**GRADES:** Istanbul University recommends the following grading equivalency table:

Cooresponding Grades in Numbers	Cooresponding I.U. Grades	ECTS Grades
4.00	AA	A
3.50	BA	B
3.00	BB	C
2.50	CB	D
2.00	CC	E
1.50	DC	-
1.00	DD	-
0.00	FF	FX
0.00	FD	F
-	G	-
-	M	-

## I MESSINA01

Please refer to: <http://www.unime.it/it/international/ects-e-diploma-supplement>

### 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
TRISTANBU 03	<a href="mailto:erasmus@istanbul.edu.tr">erasmus@istanbul.edu.tr</a>	<a href="http://erasmus.istanbul.edu.tr/en/">http://erasmus.istanbul.edu.tr/en/</a> and <a href="https://e-ikamet.goc.gov.tr/">https://e-ikamet.goc.gov.tr/</a>
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare – 41 Messina – Italy +39 090 676 8534/8531/8320 <a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	<a href="https://international.unime.it/">https://international.unime.it/</a> see "Living in Messina – Residence Permit"

### 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
TRISTANBU 03	<a href="mailto:erasmus@istanbul.edu.tr">erasmus@istanbul.edu.tr</a>	<a href="http://erasmus.istanbul.edu.tr/en/">http://erasmus.istanbul.edu.tr/en/</a>
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare – 41 Messina – Italy +39 090 676 8534/8531/8320 <a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	<a href="https://international.unime.it/">https://international.unime.it/</a> see "Living in Messina – Health Care"


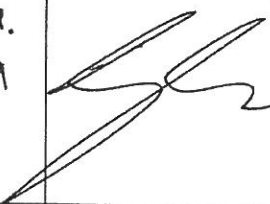
#### 4. Housing

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
TR ISTANBU 03	<a href="mailto:erasmus@istanbul.edu.tr">erasmus@istanbul.edu.tr</a>	<a href="http://erasmus.istanbul.edu.tr/en/">http://erasmus.istanbul.edu.tr/en/</a> and <a href="http://www.istanbul.edu.tr/avkampus/konukevi/konukevi.html">http://www.istanbul.edu.tr/avkampus/konukevi/konukevi.html</a>
I MESSINA 01	Erasmus Mobility Unit Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 e-mail: <a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	<a href="https://international.unime.it/">https://international.unime.it/</a> see "Services and Facilities - Housing"

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
TRISTANBU 03	Prof. Dr. Y. Yeşim Ö. Yürür Erasmus Institutional Coordinator	15.01. 2019	
I MESSINA01	Prof. Salvatore Cuzzocrea Rector	14.01. 2019	

<sup>7</sup> Scanned signatures are accepted



Handwritten signatures and stamps are visible at the bottom right of the page, including a circular stamp from Istanbul University and another from Messina.