



Erasmus + Programme

Key Action 1

– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-18 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)
Cankaya University	TR ANKARA08	Mr. Yontem OSKIPER, Head of International Relations Office CANKAYA UNIVERSITY, Ankara, TURKEY Tel: +90 312 2331291 iro@cankaya.edu.tr & yontem@cankaya.edu.tr	http://erasmus.cankaya.edu.tr/en/
Materials Science and Engineering Dept.	TR ANKARA08	Dr. Mustafa Serdar KARAKAŞ, Dept. Erasmus Coordinator Tel: +90 312 2331396 skarakas@cankaya.edu.tr	http://mse.cankaya.edu.tr/

VŠB-Technická Univerzita Ostrava Faculty of Metallurgy and Materials Engineering	CZ OSTRAVA01	Jan Pavlík, Erasmus Institutional Coordinator jan.pavlik@vsb.cz Tel: +420597321215 Faculty mobility coordinator Assoc. Prof. Adéla Macháčková, Ph.D. adela.machackova@vsb.cz Tel.: +420596994344	www.vsb.cz/erasmus-programme
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B. Mobility numbers¹ 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*]	Student Mobility for Traineeships *
TR ANKARA 08	CZ OSTRAVA01	0715	Mechanics and metal trades	1 st /2 nd	2 (2x5 months)	----
CZ OSTRAVA01	TR ANKARA 08	0715	Mechanics and metal trades	1 st /2 nd	2 (2x5 months)	----

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 *
TR ANKARA 08	CZ OSTRAVA01	0715	Mechanics and metal trades	2x14	---
CZ OSTRAVA01	TR ANKARA 08	0715	Mechanics and metal trades	2x14	----

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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>)

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ANKARA 08		English	English	B1 English	B2 English
CZ OSTRAVA01		English	Czech	B1	B2

* Except for Projects and EPS, classes are taught in Portuguese. However students may receive support in English (Bibliography and evaluation)

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

VŠB-TU Ostrava: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact Erasmus Institutional Coordinator. For information about facilities for students and staff with disabilities see: <http://www.vsb.cz/9230/en/incoming-students/information/ects/information-for-students/facilities-for-special-needs-students/>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
TR ANKARA 08	15 June	15 November
CZ OSTRAVA01	Application deadline: 15.05. (30.04. – students with visa requirement)	Application deadline: 30.11. (31.10. – students with visa requirement)

- The receiving institution **TR ANKARA 08** will send its decision within **4** weeks.
- A Transcript of Records will be issued by the receiving institution **TR ANKARA 08** 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]*
- Termination of the agreement

This agreement will take effect in the **2014** academic year being valid for a period of **4** years, and will be tacitly renewed for further identical periods.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

- I. Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, 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. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.
- II. Termination of the agreement will not be penalised.

"Neither the European Commission nor the National Agencies can be held responsible in case of a conflict"

CZ OSTRAVA01:

2. The receiving institution will send its decision within [4] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [4] weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

In the event of unilateral termination, a notice of at least one academic year should be given. 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. 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

At TR ANKARA08

AA	Very Good	4.00	90-100
BA	Good plus	3.50	85-89
BB	Good	3.00	80-84
CB	Satisfactory plus	2.50	70-79
CC	Satisfactory	2.00	60-69
DC	Satisfactory minus	1.50	50-59
DD	Pass	1.00	45-49
FD	Fail	0.50	35-44
FF	Fail	0.00	00-34
NA	Not applicable	0.00	

VŠB-TU Ostrava grading system is described at: www.vsb.cz/grading-system-description

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
TR ANKARA 08		http://erasmus.cankaya.edu.tr/en/ Further assistance: iro@cankaya.edu.tr
CZ OSTRAVA01	erasmus-visa@vsb.cz	http://www.vsb.cz/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
TR ANKARA 08		http://erasmus.cankaya.edu.tr/en/ Further assistance: iro@cankaya.edu.tr
CZ OSTRAVA01	erasmus-insurance@vsb.cz	http://www.vsb.cz/insurance

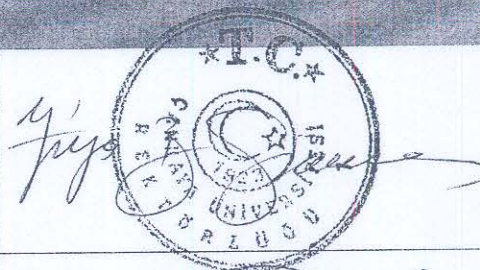

4. Housing

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 ANKARA 08	Further assistance: iro@cankaya.edu.tr	http://erasmus.cankaya.edu.tr/en/
CZ OSTRAVA01	accommodation@vsb.cz	http://accommodation.vsb.cz

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ANKARA 08	Prof. Dr. Ziya Burhanettin Güvenç Rector	02.6.2014	
CZ OSTRAVA01	Prof. Ing. Jana Dobrovská, CSc. Dean	23. 06. 2014	

² Scanned signatures are accepted

Dear Partner,

Enclosed, there is our bilateral agreement
for mobility program ERASMUS Plus - signed
by our dean.

I am looking forward to further cooperation.

Kind regards.

Jdella Macháčeková

Faculty mobility coordinator.

Ostrava - Poruba 27.6.2014