



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2014-2021<sup>2</sup> 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 <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
Duzce University	TR DUZCE01	Mehmet Mert KALECİ, International Relations Office, Phone: 00903805421205, e- mail: erasmus@duzce.edu.tr	<a href="http://disiliskiler.duzce.edu.tr/en/">http://disiliskiler.duzce.edu.tr/en/</a>
UNIVERSIDAD DE JAÉN	E JAEN01	M <sup>a</sup> Victoria López Ramón, Vice- Chancellor of Internationalization ; Phone +34 953 212194 E-mail: secrel@ujaen.es  Sebastian Bruque; International Mobility Programmes Coordinator ; Phone +34 953 212620 E-mail: <a href="mailto:sbruque@ujaen.es">sbruque@ujaen.es</a>  David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/academic_home.php">http://www.ujaen.es/serv/vicint/home/academic_home.php</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> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>4</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies	Total number of months of the study periods or average duration
TR DUZCE01	E JAEN01	481	Computer Science	1 <sup>st</sup>	2x5 months	10
E JAEN01	TR DUZCE01	481	Computer Science	1 <sup>st</sup>	2x5 months	10
TR DUZCE01	E JAEN01	723	Nursing	1 <sup>st</sup>	2x5 months	10
E JAEN01	TR DUZCE01	723	Nursing	1 <sup>st</sup>	2x5 months	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.]

## 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	Optional: Subject	Language of instruc-	Language of instruc-	Recommended language of instruction level <sup>5</sup>
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<sup>4</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>)

[Erasmus code]	area	tion 1	tion 2	Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR DUZCE01		TR	EN	B1	B2
E JAEN01		Spanish	English	Spanish B1; or English B1 for courses taught in English	Spanish B2; or English B2 for courses taught in 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.]*

#### E JAEN01:

Information for Disabled Students: <http://www10.ujaen.es/conocenos/servicios-unidades/neduespeciales/inicio>

#### 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 DUZCE01	1 <sup>st</sup> June	1 <sup>st</sup> December
E JAEN01	30 June	30 November

2. The receiving institution will send its decision **within 8 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.

<sup>5</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>

#### 4. Termination of the agreement

The agreement will become operative on the date of signature of both universities and shall remain in force for a period of **7 years**. In case of the termination, a notice of at least one academic year should be sent to the partner university. 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

#### Duzce University TR DUZCE01

Percentage	ECTS Grades	Grade Points	Definition
90-100	A	4.00-3.50	Excellent
80-89	B	3.49-3.00	VeryGood
60-79	C	2.99-2.50	Good
55-59	D	2.49-2.25	Satisfactory
50-54	E	2.24-2.00	Sufficient
40-49	Fx	1.99-1.50	Fail
39-0	F	0	Serious Fail

#### Universidad de Jaén\_E JAEN01

Grade in Spanish Academic Records	Definition	Numerical mark	Estimated ECTS Grade	Definition
4	Matrícula de Honor	10	A+	Top Qualification in Class or Subject
3	Sobresaliente	9-10	A	Highest 10%
2	Notable	7.8-9	B	Next 20%
1	Aprobado	5.6-9	C-D	Next 65%
	Suspensio	0-4.9	FX-F	Not Pass

## **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
TR DUZCE01	<a href="mailto:erasmus@duzce.edu.tr">erasmus@duzce.edu.tr</a>	<a href="http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa">http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa</a>
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>

## **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
TR DUZCE01	<a href="mailto:erasmus@duzce.edu.tr">erasmus@duzce.edu.tr</a>	<a href="http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa">http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa</a>
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>

## **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
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TR DUZCE01	<a href="mailto:erasmus@duzce.edu.tr">erasmus@duzce.edu.tr</a>	<a href="http://disiliskiler.duzce.edu.tr/en/">http://disiliskiler.duzce.edu.tr/en/</a>
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
TR DUZCE01	Mehmet Mert KALECİ  International Relations Office  <b>Institutional Coordinator</b>	25.03.2014	
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalizatio n	28/04/14	

<sup>6</sup> Scanned signatures are accepted