



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² 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 PIC code	Contact details (email, phone)	Website (eg. of the course catalogue)
Moravian University College Olomouc tř. Kosmonautů 1288/1 779 00 Olomouc, Czech Republic	CZ OLOMOUC03 PIC CODE 954521711	Head of International Department Michal Kluka michal.kluka@mvso.cz + 420 587 332 328 Erasmus coordinator Martina Kopecká martina.kopecka@mvso.cz +420 587 332 340	www.mvso.cz http://www.mvso.cz/course-catalogue-c184.html
ISTANBUL GELİŞİM UNİVERSİTY	TR ISTABU32	Irmak Olcay Erasmusofisi@gelisim.edu.tr Cihangir mah. Şehit Piyade Onbaşı Murat Şengöz sok.No:8 Avclar/ İstanbul	http://www.gelisim.edu.tr/

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

² Higher Education Institutions have to agree on the period of validity of this agreement

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*]	Student Mobility for Traineeships *
CZ OLOMOUC 03	TRISTANB U32	041	Business and administration	1 st	4 students x 10 months	1 student x 3 months
TR ISTABNU3 2	CZ OLOMOUC 03	041	Business and administration	1 st	4 students x 10 months	1 student x 3 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.]

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 *
CZ OLOMOUC 03	TRISTANB U32	041	Business and administration	2 x 5 days (8 teaching hours)	1 x 5 days
TRISTANBU32	CZ OLOMOUC	041	Business and administration	2 x 5 days (8 teaching hours)	1 x 5 days

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>

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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]
CZ OLOMOUC03	041	English	English	B1	B2
TRISTANBU32	041	English	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*].

CZ OLOMOUC03

<http://www.mvso.cz/erasmus-student-mobility-c330.html>

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.]

CZ OLOMOUC03

<http://www.mvso.cz/school-profile-k177.html>

<http://www.mvso.cz/international--erasmus-k104.html>

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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CZ OLOMOUC03	15 th June	15 th December
TRISTANBU32	15 th June	15 th February

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

2. The receiving institution will send its decision within 5 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 agreement takes effect as from the beginning of the academic year following the signing of this bilateral agreement, and is valid for a period of 7 academic years. In the event of unilateral termination, a notice of at least one academic year should be given. In case of termination of present agreement both parties engage themselves to fully meet the commitments undertaken in this agreement, or will make the necessary arrangements with mutual consent.

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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁵. 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.]

⁵ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf



CZ OLOMOUC03:

<http://www.mvso.cz/academic-credit-system-c183.html>

ECTS GRADING SYSTEM		
Local Grading System	ECTS	Points exam
1 - Excellent	A,B	100-91
2 - Very good	C,D	90 - 75
3 - Good	E	74 - 65
4 - Failed	FX,F	64 - 0

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
CZ OLOMOUC03	Michal Kluka michal.kluka@mvso.cz + 420 587 332 328	http://www.mvso.cz/student-guide-c248.html
TR ISTABNU32	Irmak Olcay erasmusofisi@gelisim.edu.tr iolcay@gelisim.edu.tr +90 212 422 7000	http://dio.gelisim.edu.tr/Altmenu-1-1-ogrenimhareketililigi-.html

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
CZ OLOMOUC03	Michal Kluka michal.kluka@mvso.cz + 420 587 332 328	http://www.mvso.cz/student-guide-c248.html
TR ISTANBU32	Irmak Olcay erasmusofisi@gelisim.edu.tr	http://dio.gelisim.edu.tr/Altmenu-1-1-ogrenimhareketliligi-.html


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
CZ OLOMOUC03	Michal Kluka michal.kluka@mvso.cz + 420 587 332 328	http://www.mvso.cz/student-guide-c248.html
TR ISTANBU32	Irmak Olcay erasmusofisi@gelisim.edu.tr	http://dio.gelisim.edu.tr/Altmenu-1-1-ogrenimhareketliligi-.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature and Stamp ⁶
CZ OLOMOUC03	Mgr. Michal Kluka Head of International Department		
TR ISTANBU32	Prof.Dr.Ilhami COLAK Vice Rektor	18.05.2015	

⁶ Scanned signatures are accepted