



# Erasmus+ Programme

## Key Action 1

### - Mobility for learners and staff - Higher Education Student and Staff Mobility

## Inter-institutional agreement 2014-20[21] 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	Erasmus code	Contact details <sup>1</sup> (email, phone, website)
University of Rijeka	HR RIJEKA01	Maša Šašinka, Institutional Erasmus Coordinator, International Relations Office, University of Rijeka, Trg braće Mažuranića 10, 51000 Rijeka, Croatia, Tel: 00385 (51) 406 528, <a href="mailto:masa@uniri.hr">masa@uniri.hr</a> ; <a href="http://www.uniri.hr">www.uniri.hr</a> Prof. Saša Žiković, PhD., Faculty of Economics, Tel: 00385 (51) 355 179, <a href="mailto:szikovic@efri.hr">szikovic@efri.hr</a>
Istanbul Gelisim University	TR ISTANBU32	Institutional Coordinator: Name: D. Taylan Uysal Email: <a href="mailto:dtuysal@gelisim.edu.tr">dtuysal@gelisim.edu.tr</a> Phone: +902124337020 ext.249  Departmental Coordinator: ESRA PAKIN ALBAYRAK <a href="mailto:epakin@gelisim.edu.tr">epakin@gelisim.edu.tr</a> +902124227000 ext. 331

### B. Mobility numbers per academic year<sup>2</sup>

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 students / Number of months	
					Student Mobility for Studies	Student Mobility for Traineeships

<sup>1</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<sup>2</sup> 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.

HR RIJEKA01	TR ISTANBU3 2	04.0 14.3	Business Studies and Management Sciences  Economics	1 <sup>st</sup>	1 (10)	
TR ISTANBU3 2	HR RIJEKA01	04.0 14.3	Business Studies and Management Sciences  Economics	1 <sup>st</sup>	1 (10)	

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 / Number of days	
				Staff Mobility for Teaching	Staff Mobility for Training
HR RIJEKA01	TR ISTANBU3 2	04.0 14.3	Business Studies and Management Sciences  Economics	1 (5)	
TR ISTANBU3 2	HR RIJEKA01	04.0 14.3	Business Studies and Management Sciences  Economics	1 (5)	

### 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 <sup>3</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
HR RIJEKA01	04.0 14.3	English	Croatian	B1	B2

<sup>3</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>

TR ISTANBU32	04.0 14.3	Turkish for all programmes	English for 7 programs and courses for exchange students	B1	B1
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#### D. Additional requirements

[To be completed if necessary]

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
HR RIJEKA01	10 <sup>th</sup> June	10 <sup>th</sup> November
TR ISTANBU32	1 <sup>st</sup> July	30 November

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 5 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

[http://www.uniri.hr/index.php?option=com\\_content&view=category&layout=blog&id=173&Itemid=213&lang=en](http://www.uniri.hr/index.php?option=com_content&view=category&layout=blog&id=173&Itemid=213&lang=en)

##### TR ISTANBU32

ECTS grades	TR ISTANBU32	
A	AA	90-100
B	BA	85-89

C	BB	75-84
D	CB	65-74
E	CC	60-64
FX	DD - DC	45-59
F	FD - FF	00-44

## 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
HR RIJEKA01	<a href="mailto:international@uniri.hr">international@uniri.hr</a> <a href="mailto:vize@mvep.hr">vize@mvep.hr</a>	<a href="http://www.uniri.hr">www.uniri.hr</a> <a href="http://www.mvep.hr/en/">www.mvep.hr/en/</a>
TR ISTANBU32	erasmus@gelisim.edu.tr tel. +902124227000 ext. 249	<a href="http://en.gelisim.edu.tr/student.php">http://en.gelisim.edu.tr/student.php</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
HR RIJEKA01	<a href="mailto:international@uniri.hr">international@uniri.hr</a> <a href="mailto:hzz@hzz.hr">hzz@hzz.hr</a>	<a href="http://www.uniri.hr">www.uniri.hr</a> <a href="http://www.hzz.hr">www.hzz.hr</a>
TR ISTANBU32	erasmus@gelisim.edu.tr tel. +902124227000 ext. 249	<a href="http://en.gelisim.edu.tr/student.php">http://en.gelisim.edu.tr/student.php</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
HR RIJEKA01	<a href="mailto:ikastrapeli@uniri.hr">ikastrapeli@uniri.hr</a> <a href="mailto:lpanjkovic@uniri.hr">lpanjkovic@uniri.hr</a>	<a href="http://ssa.uniri.hr/en/">http://ssa.uniri.hr/en/</a>
TR ISTANBU32	erasmus@gelisim.edu.tr tel. +902124227000 ext. 249	<a href="http://en.gelisim.edu.tr/student.php">http://en.gelisim.edu.tr/student.php</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
HR RIJEKA01	Prof. Pero Lučin, PhD., Rector		
TR ISTANBU32	Prof. Dr. H. Murat OZLER Vice-Rector		





<sup>4</sup> Scanned signatures are accepted

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
HR RIJEKA01	<a href="mailto:kestrapeli@uniri.hr">kestrapeli@uniri.hr</a> <a href="mailto:pantkovic@uniri.hr">pantkovic@uniri.hr</a>	<a href="http://ssa.uniri.hr/en/">http://ssa.uniri.hr/en/</a>
TR ISTANBU32	erasmus@gelisim.edu.tr tel. +902124227000 ext. 249	<a href="http://en.gelisim.edu.tr/student.php">http://en.gelisim.edu.tr/student.php</a>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature*
HR RIJEKA01	Prof. Pero Lučin, PhD., Rector	27.11.13.	
TR ISTANBU32	Prof. Dr. H. Murat OZLER, Vice-Rector		



\*Scanned signatures are accepted