



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2015/2016-2020/2021² between programme countries [Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
STEFAN CEL MARE UNIVERSITY OF SUCEAVA	RO SUCEAVA01	Contact persons: - Prof. Constantin FILOTE – for 061, 0714 Tel.: +40 745991827 Email: filote@eed.usv.ro - Lecturer Hariela SABOL - for 0312, 0999 (International Relations Email: harieta@atlas.usv.ro - Assoc.Prof. Angela ALBU – for 041 Email: angelaa@seap.usv.ro - Prof. Ilie MUSCA – for 0715 Tel.: +40 230 216 147 ext. 205 Email: iliem@fim.usv.ro - Prof. Florin LEUCIUC – 0999 (Dietetics and nutrition) Email: florinl@usv.ro Institutional Coordinator: Prof. Stefan PURICI – Erasmus+ Office, str. Universitatii, nr. 13, 720229 – Suceava; tel. +230520316; Fax: +40230520316 email: relint@usv.ro	www.usv.ro/relint/llp_erasmus.php
ISTANBUL GELİŞİM UNIVERSITY	TR ISTANBU32	Contact person : Irmak Olcay erasmusofisi@gelisim.edu.tr Cihangir Mah. Şehit Piyade Onbaşı Murat Şengöz Sk.No :8 Avcılar/İstanbul +902124227000	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

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

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

B. Mobility numbers⁵ 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.

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 Traineeship S *
RO SUCEAVA01	TR ISTANBU32	0312	Political Science	1 st , 2 nd	6 students x 5 months	-
		0999	International Relations	1 st , 2 nd		
		041	Business and administration	1 st , 2 nd , 3 rd		
		0715	Mechanics and metal trades	1 st , 2 nd , 3 rd		
		061	Information and Communication Technologies (ICTs)	1 st , 2 nd , 3 rd		
		0999	Dietetics and nutrition	1 st		
		0714	Electronics and automation	1 st , 2 nd , 3 rd		
TR ISTANBU32	RO SUCEAVA01	0312	Political Science	1 st , 2 nd	6 students x 5 months	-
		0999	International Relations	1 st , 2 nd		
		041	Business and administration	1 st , 2 nd , 3 rd		
		0715	Mechanics and metal trades	1 st , 2 nd , 3 rd		
		061	Information and Communication Technologies (ICTs)	1 st , 2 nd , 3 rd		
		0999	Dietetics and nutrition	1 st		
		0714	Electronics and automation	1 st , 2 nd , 3 rd		

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not

⁵ 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>)



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 *
RO SUCEAVA01	TR ISTANBU32	0714	Electronic and automation	1 staff x 5 days	-
		061	Information and Communication Technologies	1 staff x 5 days	-
TR ISTANBU32	RO SUCEAVA01	0714	Electronic and automation	1 staff x 5 days	-
		061	Information and Communication Technologies	1 staff 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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
RO SUCEAVA01		Romanian	English (except of projects, the courses are taught in Romanian, but the incoming students may receive support in English: Bibliography,	B1 – English	B2 - English

⁶ 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>

			examination) The incoming students may pass the exams in English, based on written reports, essays s.o)		
TR ISTANBU32		Turkish	English	B1-English	B2-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

RO SUCEAVA01:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Office for International Relations and European Affairs – Erasmus+ Office relint@usv.ro

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
RO SUCEAVA01	01 st of August	01 st of August
TR ISTANBU32	1 July	30 November

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

2. The receiving institution will send its decision within 5 weeks, provided the documents are complete.
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 institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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

RO SUCEAVA01:

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.

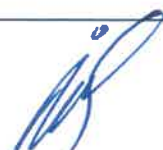
Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
RO SUCEAVA01	Office for International Relations and European Affairs – Erasmus+ Office Tel: +40 230 520316; +40 230 217147 Fax: +40 230 520316; Email: relint@usv.ro	www.usv.ro/relint/pagini/incoming/General_Information.pdf
TR ISTANU32	International Relation Office erasmusofisi@gelisim.edu.tr dio.gelisim.edu.tr	http://dio.gelisim.edu.tr/Anasayfa-2-ingilizce-.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
RO SUCEAVA01	Office for International Relations and European Affairs – Erasmus+ Office Tel: +40 230 520316; +40 230 217147 Fax: +40 230 520316; Email: relint@usv.ro	www.usv.ro/relint/pagini/incoming/General_Information.pdf
TR ISTANBU32	International Relation Office erasmusofisi@gelisim.edu.tr dio.gelisim.edu.tr +902124227000	http://dio.gelisim.edu.tr/Anasayfa-2-ingilizce-.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
RO SUCEAVA01	Office for International Relations and European Affairs – Erasmus+ Office Tel: +40 230 520316; +40 230 217147 Fax: +40 230 520316; Email: relint@usv.ro	www.usv.ro/relint/pagini/incoming/General_Information.pdf
TR ISTANBU32	International Relation Office erasmusofisi@gelisim.edu.tr dio.gelisim.edu.tr +902124227000	http://dio.gelisim.edu.tr/Anasayfa-2-ingilizce-.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
RO SUCEAVA01	Prof. Valentin POPA, Ph.D.Eng. – Rector	29.03.2016	
TR ISTANBU32	Prof.Dr.Ilhamı Colak Vice Rector	23.03.2016	

⁷ Scanned signatures are accepted