



Erasmus+ Programme

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

Inter-institutional¹ agreement 2015-20[21]² **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 details⁴ (email, phone)	Website (eg. of the course catalogue)
Pädagogische Hochschule Heidelberg	D HEIDELB02	Institutional Erasmus+ Coordinator: Henrike Schön Email: hschoen@vw.ph-heidelberg.de Phone: +49 (0)6221-477 544 Fax: +49 (0)6221-477 495	http://www.ph-heidelberg.de/international.html http://isf.ph-heidelberg.de/qisserverhd/rds?state=-user&type=0&application=lst

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.

		Academic (Departmental) Coordinator: Prof. Dr. Havva Engin Email: engin@ph-heidelberg.de Phone: +49 6221 185401 11	
AKDENIZ UNIVERSITY	TR ANTALYA01	Prof. Dr. Erol ESEN esen@akdeniz.edu.tr Faculty of Economics & Administrative Sciences Phone: +902423101855 e-mail: esen@akdeniz.edu.tr	www.akdeniz.edu.tr

B. Mobility numbers⁵ 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	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
D HEIDELB02	TR ANTALYA 01	312	Political Sciences	1 st , 2 nd , 3 rd	4 x 6 months	
		111	Teacher Training	1 st , 2 nd , 3 rd	4 x 6 months	
TR ANTALYA 01	D HEIDELB02	312	Political Sciences	1 st , 2 nd , 3 rd	4 x 6 months	
		111	Teacher Training	1 st , 2 nd , 3 rd	4 x 6 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.]

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>)

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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
D HEIDELB02	TR ANTALYA 01	312	Political Sciences	2 x 1 week	
		111	Teacher Training	2 x 1 week	
TR ANTALYA 01	D HEIDELB02	312	Political Sciences	2 x 1 week	

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 <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
D HEIDELB02	011	German		BA students – A 2 MA, PhD students - B1	
	011	German	English, Turkish		B2/C1
TR ANTALYA 01	011	Turkish	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]*.

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>

D. Additional requirements

D HEIDELB02: The institution has the infrastructure to welcome students and staff with disabilities.

D. Additional requirements

Akdeniz University Antalya <http://erasmus.akdeniz.edu.tr/frequently-asked-questions>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D HEIDELB02	Mid of October – mid of February Application deadline for incoming students: 15 th of June	Mid of April – end of July Application deadline for incoming students: 01 st of December
TR ANTALYA01	August 20th	Dec 20th

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

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

If one of the partners wishes to modify or terminate the agreement, they have to inform the partner 1 year in advance before the changes in the agreement take place. 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

D HEIDELB02 :

<http://www.ph-heidelberg.de/international/ects-erkennung.html>

Academic accreditation at Heidelberg University of Education is sole responsibility of the specific university departments.

F. Information

1. Grading systems of the institutions

Akdeniz University Antalya <http://erasmus.akdeniz.edu.tr/frequently-asked-questions>

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
D HEIDELB02	Florence Tonn E-Mail: akad@vw.ph-heidelberg.de Telefon: +49 (0)6221 477-543 Fax: +49 (0)6221 477-495	http://www.ph-heidelberg.de/international.html
TR ANTALYA01	incoming@akdeniz.edu.tr	http://erasmus.akdeniz.edu.tr/frequently-asked-questions

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
D HEIDELB02	Florence Tonn E-Mail: akad@vw.ph-heidelberg.de Telefon: +49 (0)6221 477-543 Fax: +49 (0)6221 477-495	http://www.ph-heidelberg.de/international.html
TR ANTALYA01	incoming@akdeniz.edu.tr	http://erasmus.akdeniz.edu.tr/frequently-asked-questions



4. Housing

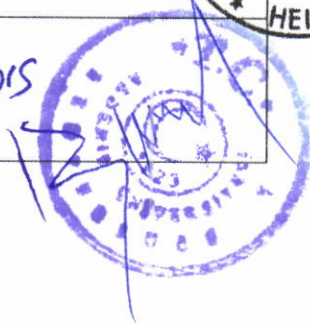
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D HEIDELB02	For students : Florence Tonn E-Mail: akad@vw.ph-heidelberg.de Phone: +49 (0)6221 477-543 Fax: +49 (0)6221 477-495 For academic staff: Henrike Schön Email: hschoen@vw.ph-heidelberg.de Tel: +49 (0)6221-477 544	http://www.ph-heidelberg.de/international.html
TR ANTALYA01	incoming@akdeniz.edu.tr	http://erasmus.akdeniz.edu.tr/frequently-asked-questions

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
D HEIDELB02	Institutional Coordinator: Henrike Schön	23.09. 2015	
TR ANTALYA01	Prof.Dr. Burhan ÖZKAN Head of the International Relations Office	29.09.2015	



⁷ Scanned signatures are accepted