



Erasmus+ Programme

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

Inter-institutional¹ agreement 2017/2018 - 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 (email, phone)	Website (e.g. of the course catalogue)
Akdeniz University	TR ANTALYA01	Erasmus Institutional Coordinator: Mrs. Nurgül BÜYÜKKALAY Phone: +90 242 310 21 95, +902423106629 Email: erasmus@akdeniz.edu.tr	http://www.akdeniz.edu.tr/
Instituto Politécnico de Leiria – Polytechnic of Leiria	P LEIRIA01	Incoming students Naide Martins naide.martins@ipleiria.pt	http://www.ipleiria.pt/

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.

Leiria Address: Rua General Norton de Matos Apartado 4133, 2411- 901 Leiria, Portugal	tel: +351 244 860448 Outgoing students/Bilateral Agreements Ana Patrícia Silva ana.silva@ipleiria.pt tel: +351 244 860448 Staff Mobility and Placements Ana Boa-Ventura aceelia@ipleiria.pt tel: +351 244 860448
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B. Mobility numbers⁴ 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]	Subj ect area code * [ISCE D]	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 *
TR ANTALYA01	P LEIRIA01	481	Computer Science	1 st and 2 nd	2x6 months 2x6 months	
P LEIRIA01	TR ANTALYA01	481	Computer Science	1 st and 2 nd	2x6 months 2x6 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 *

⁴ 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>)

TR ANTALYA01	P LEIRIA01	481	Computer Science	2 x 10 days	
P LEIRIA01	TR ANTALYA01	481	Computer Science	2 x 10 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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ANTALYA01		Turkish	English	B1	B2
P LEIRIA01		Portuguese	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].

D. Additional requirements

Please see the attached fact sheets

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 ANTALYA01	20 August	20 December

⁵ 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>

P LEIRIA01	May, 30th	November, 30th
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[to be adapted in case of a trimester system]*

2. The receiving institution will send its decision **within 3 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

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. The termination clauses must include the following disclaimer: "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

TR ANTALYA 01

P LEIRIA01

00/09	Fail	further work is required
10/11	Sufficient	performance meets the minimum criteria
12/13	Satisfactory	fair but with significant shortcomings
14/16	Good	generally sound work with a number of significant errors
17/18	Very Good	above the average, but with some errors
19/20	Excellent	outstanding performance with only minor errors

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.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ANTALYA01	incoming@akdeniz.edu.tr	http://erasmus.akdeniz.edu.tr/frequently-asked-questions
P LEIRIA01	gmc@ipleiria.pt	http://www.ipleiria.pt/international/exchange-students/

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
TR ANTALYA01	incoming@akdeniz.edu.tr	http://erasmus.akdeniz.edu.tr/frequently-asked-questions
P LEIRIA01	gmc@ipleiria.pt	http://www.ipleiria.pt/international/exchange-students/


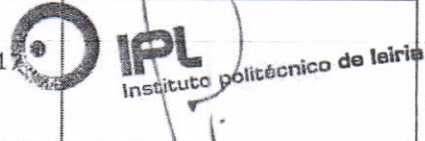
P4 - Housing

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
TR ANTALYA01	incoming@akdeniz.edu.tr	http://erasmus.akdeniz.edu.tr/frequently-asked-questions
P LEIRIA01	sas@ipleiria.pt	http://www.ipleiria.pt/sas/accomodations/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
TR ANTALYA01	Nurgül BÜYÜKKALAY Erasmus + Institution Coordinator	06.12.2017	
P LEIRIA01	Professor Nuno Mangas President	27-11-2017	

Nuno André O. Mangas Pereira
Presidente
Instituto Politécnico de Leiria