



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 [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)
Akdeniz University (Department of Informatics)	TR ANTALYA 01	Serap Yeter Institutional Coordinator Akdeniz University International Relations Office, Rectorate 6 th floor Dumlupinar Boulevard, TR-07058 Campus Antalya, TURKEY Erasmus@akdeniz.edu.tr +902423102125 Assoc. Prof.Dr. Mehmet Topakci Departmental Coordinator mtopakci@akdeniz.edu.tr +902423106036	http://uio.akdeniz.edu.tr/en http://enformatik.akdeniz.edu.tr/tr
University of Lisbon Faculty of Sciences (Department of Informatics)	P LISBOA109	Ana Matos Mobility Office Faculdade de Ciências da Universidade de Lisboa Campo Grande, 1749-016, Lisboa Portugal internacional@fc.ul.pt +351 21750 0443; +351 21750 0162 Department of Informatics: Prof. André Falcão; afalcao@di.fc.ul.pt	www.fc.ul.pt http://www.fc.ul.pt/pt/cursos?refer=3

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

[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*]	
TR ANTALYA 01	P LISBOA109	481	Informatics	1st	1 studentX6 months	
		481	Informatics	2nd	2 studentX6 months	
P LISBOA109	TR ANTALYA 01	481	Informatics	1st	1 studentX6 months	
		481	Informatics	2nd	2 studentX6 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	Staff Mobility for Training *
				[total number of days of teaching periods or average duration*]	
TR ANTALYA 01	P LISBOA109	481	Informatics	1X 5 days	
P LISBOA109	TR ANTALYA 01	481	Informatics	1X 5 days	

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>)

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]
TR ANTALYA 01	481	Turkish	English	B1	B2
P LISBOA109	481	Portuguese	English (*)	B1	B2

(*) PLISBOA 109: Postgraduate programmes or Master programmes courses will be lectured in English in case there are non Portuguese speaking students in class. For more details on the language of instruction recommendations, see the course catalogue: <http://www.fc.ul.pt/pt/cursos?refer=3>

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

[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.]

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 ANTALYA 01	From 1st of April till 20 th of August	From 15 th of October till 20 th of December
P LISBOA109	30 June	31 October

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

2. The receiving institution will send its decision within [6] weeks.

⁶For 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>

- 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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁷. 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.]

TR ANTALYA01:

ECTS grading scale:

<i>ECTS Grade</i>	<i>% of successful students normally achieving the grade</i>	<i>Definition</i>
<i>A</i>	<i>10</i>	<i>EXCELLENT - outstanding performance with only minor errors</i>
<i>B</i>	<i>25</i>	<i>VERY GOOD - above the average standard but with some errors</i>
<i>C</i>	<i>30</i>	<i>GOOD - generally sound work with a number of notable errors</i>
<i>D</i>	<i>25</i>	<i>SATISFACTORY - fair but with significant shortcomings</i>
<i>E</i>	<i>10</i>	<i>SUFFICIENT - performance meets the minimum criteria</i>
<i>FX</i>	<i>-</i>	<i>FAIL - some more work required before the credit can be awarded</i>
<i>F</i>	<i>-</i>	<i>FAIL - considerable further work is required</i>

P LISBOA109 (FCUL): The Portuguese grading system expresses itself in values between 0 and 20, being 10 the minimum grade for approval. Internet: <http://www.fc.ul.pt/node/2036>

ECTS Grade	Portuguese Grade
A	18-20
B	16-17
C	14-15
D	10-13
F/FX	Fail

⁷http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

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
TR ANTALYA 01	International Relations Office incoming@akdeniz.edu.tr	http://erasmus.akdeniz.edu.tr/frequently-asked-questions
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/

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 ANTALYA 01	International Relations Office incoming@akdeniz.edu.tr	http://erasmus.akdeniz.edu.tr/frequently-asked-questions
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/

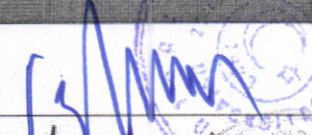
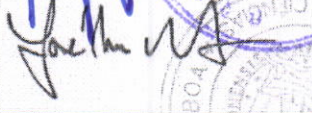
4. Housing

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
TR ANTALYA 01	International Relations Office incoming@akdeniz.edu.tr	http://erasmus.akdeniz.edu.tr/frequently-asked-questions
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁸
TR ANTALYA 01	Prof. Dr. Burhan ÖZKAN Head of the International Relations Office		
P LISBOA109	Prof. José Artur Martinho Simões, The Director of the Faculty of Sciences	3.04.2014	



⁸Scanned signatures are accepted