

Key Action1
– Mobility for learners and staff – Higher Education
Student and Staff Mobility
Inter-institutional¹ agreement 2018-20[21]²
between institutions from Programme and
Partner Countries³
[Minimum requirements]⁴

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about higher education institutions

Full name of the institution /country	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Website (eg. of the course catalogue)
ESKİŞEHİR TECHNICAL UNIVERSITY PIC NUMBER: 905429332	TR ESKISEH03	Erasmus Institutional Coordinator, Assoc. Prof. Dr. Özgür Yıldırım Anadolu University, Office for International Affairs – 26470 Yunus Emre Kampusu, Eskişehir Türkiye Phone: 0090 222 335 05 80 Ext: 4463/4467 Fax: 0090 222 330 74 37 uib@eskisehir.edu.tr	https://eskisehir.edu.tr https://eskisehir.edu.tr/en
UNIVERSITY OF PRIZREN PIC NUMBER: 934191578	PRIZREN01	Erasmus Institutional Acting Coordinator, Perparim Avdullahu International Relations Office, University "Ukshin Hoti" Prizren- Republic of Kosovo Phone: +3834436748 Perparim.avdullahu@uni- prizren.com	https://uni-prizren.com

¹Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

²Higher Education Institutions have to agree on the period of validity of this agreement

³Erasmus+ Programme Countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

⁴Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁵Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁶Contact details to reach the senior officer in charge of this agreement.

B. Mobility numbers⁷ 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 or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd , 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 ESKISEH03	PRIZREN01	061	Computer Engineering	1 st 2 nd 3 rd	2 X 5 months	
PRIZREN01	TR ESKISEH03	061	Computer Engineering	1 st 2 nd 3 rd	2 X 5 months	
TR ESKISEH03	PRIZREN01	0541	Mathematics	1 st 2 nd 3 rd	2 X 5 months	
PRIZREN01	TR ESKISEH03	0541	Mathematics	1 st 2 nd 3 rd	2 X 5 months	
TR ESKISEH03	PRIZREN01	0533	Physics	1 st 2 nd 3 rd	2 X 5 months	
PRIZREN01	TR ESKISEH03	0533	Physics	1 st 2 nd 3 rd	2 X 5 months	
TR ESKISEH03	PRIZREN01	0531	Chemistry	1 st 2 nd 3 rd	2 X 5 months	
PRIZREN01	TR ESKISEH03	0531	Chemistry	1 st 2 nd 3 rd	2 X 5 months	
TR ESKISEH03	PRIZREN01	071	Electrical- Electronics Engineering	1 st 2 nd 3 rd	2 X 5 months	
PRIZREN01	TR ESKISEH03	071	Electrical- Electronics Engineering	1 st 2 nd 3 rd	2 X 5 months	

[*Optional: subject area code & name and study cycle are optional.]

FROM	TO	Subject	Subject area	Number of staff mobility periods
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⁷ 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>)

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	<i>t area code</i> * [ISCED]	<i>name</i> *	Staff Mobility for Teaching [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
TR ESKISEH03	PRIZREN01	061	Computer Engineering	2 X5 days	2 X5 days
PRIZREN01	TR ESKISEH03	061	Computer Engineering	2 X5 days	2 X5 days
TR ESKISEH03	PRIZREN01	0541	Mathematics	2 X5 days	2 X5 days
PRIZREN01	TR ESKISEH03	0541	Mathematics	2 X5 days	2 X5 days
TR ESKISEH03	PRIZREN01	0533	Physics	2 X5 days	2 X5 days
PRIZREN01	TR ESKISEH03	0533	Physics	2 X5 days	2 X5 days
TR ESKISEH03	PRIZREN01	0531	Chemistry	2 X5 days	2 X5 days
PRIZREN01	TR ESKISEH03	0531	Chemistry	2 X5 days	2 X5 days
TR ESKISEH03	PRIZREN01	071	Electrical-Electronics Engineering	2 X5 days	2 X5 days
PRIZREN01	TR ESKISEH03	071	Electrical-Electronics Engineering	2 X5 days	2 X5 days

C. Recommended languageskills

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 or city]	<i>Optional: Subject area</i>	Language of instruction1	Language of instruction2	Recommended language of instruction level ⁸	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ESKISEH03		English	Turkish	B1	B2
PRIZREN01		English	Albanian	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. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the

⁸For 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

Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.

- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. 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 including cultural preparation before mobility; the recognition tools used]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

F. Calendar

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

Receiving institution [Erasmus code or city]	Autumn term* [month]	Spring term* [month]
TR ESKISEH03	End of August	End of January
PRIZREN01	End of August	End of January

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

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

TR ESKISEH03 will send its decision after submitting all required documents.

PRIZREN01

3. A Transcript of Records will be issued by the receiving institution no later than [xx] 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]*

TR ESKISEH03: Transcripts of Records (TOR, documenting credits earned at the Anadolu) will be issued by Anadolu University Central Student Affairs. After the end of semester (not before) International Office required all TOR's from Central Affairs and it will be sent your home university by International Office with your Confirmation Letter.

PRIZREN01

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 2018 will only take effect as of 1 September 2020+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."]



G. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
TR ESKISEH03	Responsible for Incoming Students Lili Feng Bahtiyar / lilifeng@anadolu.edu.tr Tel/Fax 0090 222 330 74 37	http://uib.anadolu.edu.tr/en/erasmus-study-before-mobility
PRIZREN01	Responsible for Incoming Students Perparim Avdullahu International Relations Office, University "Ukshin Hoti" Prizren-Republic of Kosova Phone: +3834436748 Perparim.avdullahu@uni-prizren.com	https://uni/prizren.com

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹⁰
TR ESKISEH03	Prof. Dr. Tuncay DÖĞEROĞLU, Rector		
PRIZREN01	Prof. Asoc. Dr. Ismet TEMAJ Acting Rector	28.12.2020	 

¹⁰ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation