

**Erasmus+ Programme**

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

**Inter-institutional[[1]](#footnote-1) agreement 2020-2021**

**between programme countries**

**[Minimum requirements][[2]](#footnote-2)**

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[[3]](#footnote-3)**  **(email, phone)** | **Website**  **(eg. of the course catalogue)** |
| Ondokuz Mayis University | TR SAMSUN01 | Emine Bol Yazıcı  Erasmus Institutional Coordinator  Ondokuz Mayıs University, International Relations Office, Atakum-Samsun, 55200 TURKEY  Tel: +90-362-3121919 (Ext: 1613)  Fax: +90-362-4576091  e-mail: [eminebol@omu.edu.tr](mailto:eminebol@omu.edu.tr)  [erasmus@omu.edu.tr](mailto:erasmus@omu.edu.tr) | <http://erasmus.omu.edu.tr/tr>  <http://ebs.omu.edu.tr> |
|  |  |  |  |

**B. Mobility numbers[[4]](#footnote-4) 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, 1st , 2nd or 3rd] \**** | **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 SAMSUN01 |  |  |  | 1st | 2 x 10 | 2 x 3 |
|  | TR SAMSUN01 |  |  | 1st | 2 x 10 | 2 x 3 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 \** |
| TR SAMSUN01 |  |  |  | 1 TEACHER x 1 WEEK | 1 |
|  | TR SAMSUN01 |  |  | 1 TEACHER x 1 WEEK | 1 |

**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]](#footnote-5)** | |
| Student Mobility for Studies  [*Minimum recommended level: B1*] | Staff Mobility for Teaching  [*Minimum recommended level: B2*] |
| TR SAMSUN01 |  | Turkish |  | English B1 | English 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**

Ondokuz Mayis University (TR SAMSUN01) does not have a selection criterion for incoming students and staff. We rely on each partner university selecting their student/staff according to their national Erasmus selection criteria. All staff and students will be accepted in accordance to the Erasmus Inter-Institutional Agreement with only some exceptions:

For incoming placement students:

-depending on the availability of the relevant department and the suitability of the dates.

For incoming teaching and training staff:

-depending on the availability of the relevant department and the suitability of the dates.

OMU has the infrastructure to welcome students and staff with disabilities but certain arrangements can only be made with information prior to the mobility.

**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 SAMSUN01 | 15 July | 15 November |
|  |  |  |

*[\* 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 **3** weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

*The present Bilateral Agreement will be valid for the academic year(s) mentioned above unless either side terminates the present Agreement in writing by* ***September 30th*** *of the year prior to the academic year concerned. 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 SAMSUN01:** <http://erasmus.omu.edu.tr/en/genel/grading-system>

**Grading system**

**UNDERGRADUATE LEVEL**

Success grades are calculated by taking into account the students' semester / yearly activities and the grades they receive from the semester / end-of-year exam. The success grade of the student is calculated by adding 40% of the midterm evaluation and 60% of the final exam grade. The grades are given out of a score of 4,00. Students who do not take the semester / end-of-year exam for any course and do not get at least 50 out of 100 in this exam are considered unsuccessful. This can be changed by the proposal of the relevant department board and the decision of the Senate. In departments that do not have a make-up exam and are predominantly evaluated during the semester, there is no requirement to get a minimum grade from the semester / end-of-year exam in order to be successful in the courses.

The meanings of the letter success grades are as follows:

**a) For the Faculty of Medicine:**

|  |  |  |  |
| --- | --- | --- | --- |
| Percentage Success Grade | Letter Grade | Score out of 4 | Meaning |
| 90-100 | AA | 4,00 | Excellent |
| 85-89 | BA | 3,57 | Very Good |
| 80-84 | BB | 3,35 | Good |
| 75-79 | CB | 3,14 | Fair |
| 70-74 | CC | 2,92 | Satisfactory |
| 40-69 | DC | 2,71 | Fail |
| 30-39 | DD | 1,42 | Fail |
| 0-29 | FF | 0,00 | Fail |
|  | FD | 0,00 | No Attendance |
|  | FG |  | Did not sit for exams /fail |
|  | KM |  | Exemption from cancelled courses |

**b) All other Departments:**

|  |  |  |  |
| --- | --- | --- | --- |
| Percentage Success Grade | Letter Grade | Score out of 4 | Meaning |
| 90-100 | AA | 4,00 | Excellent |
| 85-89 | BA | 3,50 | Very Good |
| 75-84 | BB | 3,00 | Good |
| 70-74 | CB | 2,50 | Fair |
| 60-69 | CC | 2,00 | Satisfactory |
| 40-59 | DC | 1,50 | Fail |
| 20-39 | DD | 1,00 | Fail |
| 0-19 | FF | 0,00 | Fail |
|  | FD | 0,00 | No Attendance |
|  | FG |  | Did not sit for exams /fail |
|  | KM |  | Exemption from cancelled courses |
|  | G |  | Satisfactorily completed courses without credit |

**POSTGRADUATE LEVEL**

Successful completion of a course is determined by the course success grade. The course grade is obtained by evaluating the student's success in combined studies; such as, exams, applied studies, homework and the final exam. The success grade of the student is calculated by adding 40% of the midterm evaluation and 60% of the final exam grade. Contribution rates of midterm evaluation and final exams to the success grade can be changed with the department's proposal, the decision of the Graduate School Board and the approval of the Senate. For successful completion of a course, the semester / end-of-year or make-up exam grade must be at least 60. In Department’s where there is no make-up exam and where the mid-term evaluation grade has a high effect on student success, there is no requirement to get a minimum grade for the semester / end-of-year exam for successful completion of the course.

For success completion of a course, at Master’s level the course grade must be at least CB and BB at PhD level. Scientific preparation pass grade is CC. The following table is the basis for the evaluation of grades:

|  |  |  |
| --- | --- | --- |
| Proficiency Level | Letter Grade | Absolute Assessment Success Grade (Corresponding to letter grade) |
| 4,00 | AA | 90-100 |
| 3,50 | BA | 80-89 |
| 3,00 | BB | 70-79 |
| 2,50 | CB | 65-69 |
| 2,00 | CC | 60-64 |
| 1,00 | FF | 00-59 |
| 0,00 | FD | 0,00 |

The meanings of the other letter grades are as follows:

a) M (Exempted): In case the students are exempted from the courses they have taken from another higher education institution.

b) G (Pass): Successful in non-credit courses.

c) K (Failed): Failed in non-credit courses.

d) FF: Applied to unsuccessful students.

e) FD: Applied to students who are absent from the relevant course.

e) FG: Applied to students who do not take the exam of the relevant course.

The courses in which the student receives G and M grades are not taken into account in the average success calculation.

**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 SAMSUN01 | Mrs. Betul Yıldırım  [betul.yildirim@omu.edu.tr](mailto:betul.yildirim@omu.edu.tr)  erasmus@omu.edu.tr  +90-362-3121919 (Ext. 1606) | <http://erasmus.omu.edu.tr/en/genel/host-country-formalities> |
|  |  |  |

**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 SAMSUN01 | Mrs. Betul Yıldırım  [betul.yildirim@omu.edu.tr](mailto:betul.yildirim@omu.edu.tr)  erasmus@omu.edu.tr  +90-362-3121919 (Ext. 1606) | <http://erasmus.omu.edu.tr/en/genel/health-and-insurance> |
|  |  |  |

**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 SAMSUN01 | Mrs. Betul Yıldırım  [betul.yildirim@omu.edu.tr](mailto:betul.yildirim@omu.edu.tr)  erasmus@omu.edu.tr  +90-362-3121919 (Ext. 1606) | <http://erasmus.omu.edu.tr/en/genel/accommodation> |
|  |  |  |

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  **[Erasmus code]** | **Name, function** | **Date** | **Signature[[6]](#footnote-6)** |
| TR SAMSUN01 | Emine Bol Yazıcı  Erasmus Institutional Coordinator |  |  |
|  |  |  |  |

1. Inter-institutional agreements can be signed by two or more higher education Institutions [↑](#footnote-ref-1)
2. Clauses may be added to this template agreement to better reflect the nature of the institutional partnership. [↑](#footnote-ref-2)
3. Contact details to reach the senior officer in charge of this agreement and of its possible updates. [↑](#footnote-ref-3)
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*](http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx)*)* [↑](#footnote-ref-4)
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> [↑](#footnote-ref-5)
6. Scanned signatures are accepted [↑](#footnote-ref-6)