



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme ¹

The institutions 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, including automatic recognition of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the European Credit Transfer and Accumulation System. The institutions agree on exchanging their mobility related data in line with the technical standards of the European Student Card Initiative.

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide. The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹ Higher Education Institutions have to agree on the period of validity of this agreement

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2021/2022]	[2022]
End of validity	[2028/2029]	[2027]

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
Erciyes University	TR KAYSERIO1	<p>Prof. Dr. Mehmet Ulaş Çınar Institutional Erasmus Coordinator</p> <p>Tel: +90 352 4375820 E-Mail: erasmus@erciyes.edu.tr</p> <p>Bilge Gökduman Erasmus Expert</p> <p>Tel: +90 352 4375820 E-Mail: erasmus@erciyes.edu.tr</p>	<p>Erciyes University web page: http://www.erciyes.edu.tr/</p> <p>Erasmus Office web page: http://erasmus.erciyes.edu.tr/</p> <p>Course Catalogue https://dbp.erciyes.edu.tr/Default.aspx?lang=1</p>
Széchenyi István Egyetem	HU GYOR01	<p>Ms. KALAMAR Réka institutional Erasmus coordinator, Staff mobilities International Office Tel. : +36 96 613-700 kalamar.reka@sze.hu</p> <p>Mrs MÉSZÁROS Mónika Erasmus assistant for students International Office Tel. : +36 96 613-560 monika.meszaros@sze.hu</p> <p>Ms KERPICS Kinga Erasmus assistant for bilateral agreements and staff mobility International Office Tel. : +36 96 613-560 papai.blanka@sze.hu</p>	<p>http://admissions.sze.hu</p> <p>http://ipc.sze.hu/en_GB/study-in-foreign-language-course-list</p>

B. Mobility numbers³ per 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 November** in the preceding academic year.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
					Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
TR KAYSERIO1	HU GYOR01		Electrical-Electronics Engineering	1 st , 2 nd	2 students	12 months	-	-
HU GYOR01	TR KAYSERIO1		Electrical-Electronics Engineering	1 st , 2 nd	2 students	12 months	-	-
TR KAYSERIO1	HU GYOR01		Civil Engineering	1 st , 2 nd	2 students	12 months	-	-
HU GYOR01	TR KAYSERIO1		Civil Engineering	1 st , 2 nd	2 students	12 months	-	-
TR KAYSERIO1	HU GYOR01		Mechanical Engineering	1 st , 2 nd	2 students	12 months	-	-
HU GYOR01	TR KAYSERIO1		Architecture	1 st , 2 nd	2 students	12 months	-	-
TR KAYSERIO1	HU GYOR01		Architecture	1 st , 2 nd	2 students	12 months	-	-
HU GYOR01	TR KAYSERIO1		Business Administration	1 st , 2 nd	2 students	12 months	-	-

Short-term blended mobility option for students

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*):

<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
TR KAYSERIO1	HU GYOR01		- Electrical-Electronics Engineering -Civil Engineering -Mechanical Engineering	2 staff	10 days		
HU GYOR01	TR KAYSERIO1		- Electrical-Electronics Engineering -Civil Engineering -Mechanical Engineering	2 staff	10 days		
TR KAYSERIO1	HU GYOR01		Architecture	2 staff	10 days		
HU GYOR01	TR KAYSERIO1		Architecture	2 staff	10 days		
TR KAYSERIO1	HU GYOR01		Business Administration	2 staff	10 days		
HU GYOR01	TR KAYSERIO1		Business Administration	2 staff	10 days		
TR KAYSERIO1	HU GYOR01		Rector's Office			1 staff	5 days
HU GYOR01	TR KAYSERIO1					1 staff	5 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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HU GYOR01		English		B1 (English)	B2 (English)
TR KAYSERIO1		English		B1(English)	B2(English)

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
HU GYOR01	1 st June	1 st November
TR KAYSERIO1	1 st June	1 st November

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
HU GYOR01	1 st June	1 st November
TR KAYSERIO1	1 st July	1 st December

⁴ 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>

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
HU GYOR01	erasmus@sze.hu	https://ipc.sze.hu/en_GB/information-for-incoming-students-erasmus-
TR KAYSERIO1	erasmus@erciyes.edu.tr	https://erasmus.erciyes.edu.tr/en/student

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
TR KAYSERIO1	<p>The original transcript of records (no carbon copy is accepted) with the exams done by the Turkish student can be given or sent directly to him /her OR to the International Office of TR KAYSERIO1. The Learning Agreement or the changed Learning Agreement has to be given to the Turkish student who will submit the approval of the departmental coordinator.</p> <p>The incoming Erasmus student/ partner universities can check information about extension of study period and changes to the original Learning Agreement on the web site: Erasmus.erciyes.edu.tr</p> <p>Selection/preparation/integration of mobility students and staff will be carried out in accordance with the principles of the Erasmus HEI Charter 2014-2019. Students and staff with disabilities will be accepted and assisted. Buddy system and orientation day/activities will be organized for incoming students.</p>		
HU GYOR01		http://ipc.sze.hu/en_GB/information-for-incoming-students	

The receiving institution will send its decision no later than **5 weeks**.

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
TR KAYSERIO1	Erciyes University has a Disabled People's Unit			https://www.erciyes.edu.tr/en/22/ects-infopack/facilities-for-special-needs-students
HU GYOR01	Dr SZÜCS Petra	SN coordinator	szucs.petra@sze.hu + 36 (96) 503-400/3313	

F. Information

1. 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
HU GYOR01	Accommodation Office accommodation@sze.hu	http://kollegium.sze.hu
TR KAYSERIO1	E-Mail: erasmus@erciyes.edu.tr Tel: +90 352 4375820	http://erasmus.erciyes.edu.tr/ustmenu1.asp?id=73&euid=0&sid=35

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
HU GYOR01	National Directorate- General for Aliens Policing Phone: +36-96-510-696, 510- 799 ndr@oif.gov.hu	http://oif.gov.hu/index.php?lang=en
TR KAYSERIO1	E-Mail: erasmus@erciyes.edu.tr Tel: +90 352 4375820	https://www.konsolosluk.gov.tr/tr/en/start.aspx https://erasmus.erciyes.edu.tr/ http://www.studyinturkey.gov.tr/UniversityTurkey/Detail?uld=109868

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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
HU GYOR01	National Health Insurance Fund - Department for International and European Union Affairs Phone: +36-1-350-1618 Email: nemzetk@oep.hu	http://www.oep.hu
TR KAYSERIO1	E-Mail: erasmus@erciyes.edu.tr Tel: +90 352 4375820	EU students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
HU GYOR01	http://ipc.sze.hu/en_GB/cets		





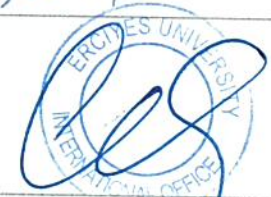
TR KAYSERIO1	https://erasmus.erciyes.edu.tr/en/student		
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A Transcript of Records will be issued by the receiving institution no later than [5] weeks after the assessment period has finished at the receiving HEI.

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."

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
HU GYOR01	Dr Filep Bálint President	2022. 07.26.	
	Dr Baranyi Péter Zoltán Rector	2022. 07.26.	
	Dr Kovács Zsolt Chancellor	2022. 07.26.	
TR KAYSERIO1	Prof. Dr. Mehmet Ulaş Çınar Erasmus Institutional Coordinator	22/07/2022	 

⁵ Scanned signatures are accepted