



## Erasmus+ Programme

### Dokuz Eylül University

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

### Inter-institutional<sup>1</sup> agreement 2014-2020

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	Erasmus code	Contact details <sup>2</sup> (email, phone)	Website
Dokuz Eylul University	TRIZMIR 01	<b>1) Erasmus Institutional Coordinator</b> Prof.Dr. M.Banu DURUKAN SALI <a href="mailto:banu.durukan@deu.edu.tr">banu.durukan@deu.edu.tr</a> Tel: +90 232 412 1659 <b>2) Bilateral Agreement Contact Person</b> Sevim Tufenk , MSc. <a href="mailto:sevim.tufenk@deu.edu.tr">sevim.tufenk@deu.edu.tr</a> Tel: +90 232 4121652 <b>3) Departmental Contact:</b> Assoc. Prof. Dr. Muhammed Deniz <a href="mailto:muhammed.deniz@deu.edu.tr">muhammed.deniz@deu.edu.tr</a> Tel: +90 232 301 8681	<a href="http://www.deu.edu.tr">www.deu.edu.tr</a> <a href="http://www.international.deu.edu.tr">www.international.deu.edu.tr</a> <a href="http://www.deu.edu.tr/ders-katalog/eng/index.html">http://www.deu.edu.tr/ders-katalog/eng/index.html</a>  <a href="http://kisi.deu.edu.tr/muhammed.deniz/">http://kisi.deu.edu.tr/muhammed.deniz/</a> <a href="http://www.deu.edu.tr/akademik/index.php?cat=3&amp;akod=20120133">http://www.deu.edu.tr/akademik/index.php?cat=3&amp;akod=20120133</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

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

Westfälische Wilhelms- Universität Münster	D MUNSTER 01	<p><b>1) Institutional Coordinator</b></p> <p>Dr. Anke Kohl International.office@uni-muenster.de Tel.: +49 251 83 222t5</p> <p><b>2) Student Mobility</b></p> <p>Nina Karidio Nina.Karidio@uni-muenster.de Tel.: +49 251 83 22601</p> <p><b>3) Departmental Coordinator</b></p> <p>Prof. Dr. Helmut Kohl kohl@uni-muenster.de Tel.: +49 251 83 33640</p>	
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#### B. Mobility numbers<sup>3</sup> 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 January in the preceding academic year.

FROM /TO [Erasmus code of the sending institution]	TO /FROM [Erasmus code of the receiving institution]	Subje ct area code * [ISCE D]	Subject area name *	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies	Student Months (=sum)
TRIZMIR 01	D MUNSTER 01	0533	Physics	1 <sup>st</sup> cycle	2	2 x10=20
				2 <sup>nd</sup> cycle	1	1 x10=10
				3 <sup>rd</sup> cycle	1	1 x10=10
		0533	Physics	1 <sup>st</sup> cycle	2	2 x10=20
				2 <sup>nd</sup> cycle	1	1 x10=10
				3 <sup>rd</sup> cycle	1	1 x10=10

<sup>3</sup> 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>)

FROM /TO [Erasmus code of the sending institution]	TO /FROM [Erasmus code of the receiving institution]	Subje ct area code * [ISCE D]	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 IZMIR 01	D MUNSTER 01	0533		2 x 5 days To be confirmed by invitation	2 x 7 days To be confirmed by invitation
		0533		2 x 5 days To be confirmed by invitation	2 x 7 days To be confirmed by invitation

### 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 <sup>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TRIZMIR01	0553	Turkish or English		B1 for Turkish or B1 for English	B2 for Turkish or B2 for English
D MUNSTER 01	0533	German or English		B1 for German or B1 for English	B2 for German or B2 for English

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.]

<sup>4</sup> 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>

## 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 IZMIR01	Nomination: May 15th Application: June 15th	Nomination: November 15th Application: December 15th
D MUNSTER 01	May 1st	November 1st

2. The receiving institution will send its decision within 3-4 weeks after the deadline.

3. A Transcript of Records (ToR) will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI. ToR will be both send via e-mail and surface mail to the sending HEI.

4. Termination of the agreement

The above mentioned institutions agree to cooperate in the activities as contracted above under the terms and conditions of the Erasmus + Programme.

- Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants, and will work according to the principles of Erasmus University Charter.
- Both parties agree to abide by the bilaterally agreed terms of this inter-institutional agreement and will endeavour to carry out the agreement to the best of their abilities.
- Additional changes in mobility or in specific conditions of contract and termination of the inter-institutional agreement can be made annually, if communicated before January 1<sup>st</sup>.

***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

The students are evaluated based on their work during the semester such as term projects, written exams, participation in the class discussions, case studies and a final exam. The grading scale is as follows:

Receiving institution [Erasmus code]	Grading System
TR IZMIR01	<a href="http://web.deu.edu.tr/fizik">http://web.deu.edu.tr/fizik</a> ; <a href="http://deu.edu.tr">http://deu.edu.tr</a>
D MUNSTER 01	<a href="http://www.unimuenster.de/imperia/md/content/wuw/aswlaun/adsamt/pdf/incoming/erasmus/transcript_of_records_eu_2012.pdf">http://www.unimuenster.de/imperia/md/content/wuw/aswlaun/adsamt/pdf/incoming/erasmus/transcript_of_records_eu_2012.pdf</a>

## 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
TRIZMIR01	erasmus.incoming@deu.edu.tr Tel: +90 232 4121045	<a href="http://international.deu.edu.tr/index.php/en/">http://international.deu.edu.tr/index.php/en/</a> <a href="https://www.evisa.gov.tr/en/">https://www.evisa.gov.tr/en/</a>
D MUNSTER01	Incoming students: Exchange student service <a href="mailto:admin.ess@uni-muenster.de">admin.ess@uni-muenster.de</a> 0049 (0)251 832 21 13 Outbound students: Nina Karidio <a href="mailto:Nina.Karidio@uni-muenster.de">Nina.Karidio@uni-muenster.de</a> 0049 (0)251 832 26 01 Incoming and outbound staff: Maria Homeyer <a href="mailto:Maria.Homeyer@uni-muenster.de">Maria.Homeyer@uni-muenster.de</a> 0049 (0)251 832 26 00	<a href="http://www.uni-muenster.de/international/incoming/austausch/praktisches.html">http://www.uni-muenster.de/international/incoming/austausch/praktisches.html</a>  <a href="http://www.uni-muenster.de/en/research/international_academics/formalities/index.html">http://www.uni-muenster.de/en/research/international_academics/formalities/index.html</a>

## 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
TRIZMIR01	erasmus.incoming@deu.edu.tr Tel: +90 232 4121045	<a href="http://www.deu.edu.tr/ders-katalog/eng/eng-d4.html">http://www.deu.edu.tr/ders-katalog/eng/eng-d4.html</a>
D MUNSTER01	Incoming students: Exchange student service <a href="mailto:admin.ess@uni-muenster.de">admin.ess@uni-muenster.de</a>	<a href="http://www.uni-muenster.de/en/international_students/exchange/practical/index.html#Health">http://www.uni-muenster.de/en/international_students/exchange/practical/index.html#Health</a>

	0049 (0)251 832 21 13 Outbound students: Nina Karidio <a href="mailto:Nina.Karidio@uni-muenster.de">Nina.Karidio@uni-muenster.de</a> 0049 (0)251 832 26 01  Incoming and outbound staff: Maria Homeyer <a href="mailto:Maria.Homeyer@uni-muenster.de">Maria.Homeyer@uni-muenster.de</a> 0049 (0)251 832 26 00	
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#### 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
TRIZMIR01	erasmus.incoming@deu.edu.tr Tel: +90 232 4121045	<a href="http://www.deu.edu.tr/ders-katalog/eng/eng-d2.html">http://www.deu.edu.tr/ders-katalog/eng/eng-d2.html</a>
D MUNSTER01	Incoming students: Exchange student service <a href="mailto:admin.ess@uni-muenster.de">admin.ess@uni-muenster.de</a> 0049 (0)251 832 21 13  Incoming staff: Maria Homeyer <a href="mailto:Maria.Homeyer@uni-muenster.de">Maria.Homeyer@uni-muenster.de</a> 0049 (0)251 832 26 00	<a href="http://www.uni-muenster.de/en/international_students/exchange/living/index.html">http://www.uni-muenster.de/en/international_students/exchange/living/index.html</a>  <a href="http://www.uni-muenster.de/en/research/international_academics/accommodation/index.html">http://www.uni-muenster.de/en/research/international_academics/accommodation/index.html</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
TRIZMIR01	Prof.Dr. Recep YAPAREL Vice Rector	01/04/2014	
D MUNSTER01	Prof. Dr. Markus Donath Dean of Physics	26/3/2014	

<sup>5</sup> Scanned signatures are accepted.