



Erasmus+ Programme

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

Inter-institutional¹ agreement 2020-2021 between institutions from programme and partner countries

[Minimum requirements]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 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 the higher education institutions

Full name of the institution / country	Erasmus code or city ³	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
Ondokuz Mayıs 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 erasmus@omu.edu.tr	http://erasmus.omu.edu.tr/tr http://ebs.omu.edu.tr
Sumy National Agrarian University	Sumy	Head of the Project Division of RCO: Dr. Olena Melnyk Head of the Research Coordination office: Dr. Oleh Pasko	email: olena_melnyk12@ukr.net Phone: +380501327406 email: o.pasko@snau.edu.ua Phone: +38054201042	https://snau.edu.ua/en/

¹ Inter-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+.

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

³ Higher Education Institutions (HEI) from Erasmus+ programme countries should indicate their Erasmus code while Partner Countries HEI should mention the city where they are located.

B. Mobility numbers⁴ 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 the end of January at the latest in the preceding academic year.]

FROM [Erasmus code or city of the sending institution]	TO ⁷ [Erasmus code or city of the receiving institution]	Subject area code * [ISCED 2013]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 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 SAMSUN01	Sumy	0732	Construction and Civil Engineering	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		0715	Sectoral Mechanical Engineering	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		084	Veterinary	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		0311	Economics	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		0411	Accounting and Taxation	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		0521	Ecology	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		0342	Tourism	1 st , 2 nd or 3 rd	2 x 10	2 x 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>)

Sumy	TR SAMSUN01	0732	Building and civil engineering	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		0715	Sectoral Mechanical Engineering	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		084	Veterinary	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		0311	Economics	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		0411	Accounting and Finance	1st, 2nd or 3rd	2 x 10	2 x 3
		0511	Biology	1 st , 2 nd or 3 rd	2 x 10	2 x 3
		0342	Tourism	1 st , 2 nd or 3 rd	2 x 10	2 x 3

[*Optional: subject 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 ⁷ [Erasmus code or city of the sending institution]	TO ⁷ [Erasmus code or city of the receiving institution]	Subject area code * [ISCED 2013]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of the teaching periods or average duration*]	Staff Mobility for Training *
TR SAMSUN01	Sumy	0732	Building and civil engineering	1 TEACHER x 1 WEEK	1
		0715	Sectoral Mechanical Engineering	1 TEACHER x 1 WEEK	1
		084	Veterinary	1 TEACHER x 1 WEEK	1
		0311	Economics	1 TEACHER x 1 WEEK	1

		0411	Accounting and Taxation	1 TEACHER x 1 WEEK	1
		0521	Ecology	1 TEACHER x 1 WEEK	1
		0342	Tourism	1 TEACHER x 1 WEEK	1
		000	International relations office and administrative staff	-	2= 5 days
Sumy	TR SAMSUN01	0732	Building and civil engineering	1 TEACHER x 1 WEEK	1
		07	Engineering, manufacturing and construction	1 TEACHER x 1 WEEK	1
		084	Veterinary	1 TEACHER x 1 WEEK	1
		0311	Economics	1 TEACHER x 1 WEEK	1
		0411	Accounting and Finance	1 TEACHER x 1 WEEK	1
		0511	Biology	1 TEACHER x 1 WEEK	1
		0342	Tourism	1 TEACHER x 1 WEEK	1
		000	International relations office and administrative staff	-	2= 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 or city]	Optional: Subject area	Main language of instruction	Additional language of instruction	Recommended language of instruction level ⁵	
				Student Mobility for	Staff Mobility for Teaching

⁵ See Common European Framework of Reference for Languages

				Studies [Minimum recommended level: B1]	[Minimum recommended level: B2]
TR SAMSUN01		Turkish	English	English B1	English B2
Sumy	All	English	Ukrainian	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. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**⁶ of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here:

http://eacea.ec.europa.eu/funding/2014/call_the_charter_en.php

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.

⁶ Erasmus+ programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.

- 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. Any additional requirements

[To be completed if necessary. Other requirements may be agreed 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.]

Ondokuz Mayıs 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.

F. Calendar

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

Receiving institution	Autumn term*	Spring term*
TR SAMSUN01	15 July	15 November
Sumy	30 th of July	15 th of D

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

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

G. Information

1. Grading systems of the institutions

TR SAMSUN01: <http://erasmus.omu.edu.tr/en/genel/grading-system>

GRADING SCHEME AND GRADES

Absolute or Relative Grading System can be used for assessment of the students. The system to be used in the programs are announced before the beginning of the academic year after the decision and approval of the Senate. The statistical distribution chosen for the Relative Grading System is defined in the related regulation of the Senate and is announced in the University web site.

All assessment procedures are based on ECTS Credits.

GRADING SCHEME FOR ABSOLUTE ASSESSMENT

a) Faculty of Medicine

GRADE POINTS	GRADE	DEGREE	MARK
4.00	AA	Excellent	90-100
3.50	BA	Very Good	85-89
3.00	BB	Good	80-84
2.50	CB	Fair	75-79

2.00	CC	Satisfactory	70-74
1.50	DC	Fail	40-69
1.00	DD	Fail	30-39
0.00	FF	Fail	0-29
0.00	FD	No Attendance	
0.00	FG	Did not sit for exams /fail	
	KM	Exemption from cancelled courses	
	E	Failed from the practice and could not attend final exam	

b) Other Higher Education Units

GRADE POINTS	GRADE	DEGREE	MARK
4.00	AA	Excellent	90-100
3.50	BA	Very Good	85-89
3.00	BB	Good	75-84
2.50	CB	Fair	70-74
2.00	CC	Satisfactory	60-69
1.50	DC	Fail	40-59
1.00	DD	Fail	20-39
0.00	FF	Fail	0-19
0.00	FD	No Attendance	
0.00	FG	Did not sit for exams /fail	
	KM	Exemption from cancelled courses	
	G	Successful/non credit courses	

G, E and KM grades are not counted for GPA and CGPA calculations.

Sumy:

Evaluation Scale

Total points	ECTS	National rating	
		Exams, course work, practice	credit
90 – 100	A	Excellent	passing
82-89	B	Good	
75-81	C		
69-74	D	Satisfactory	
60-68	E		
35-59	FX	Unsatisfactory	Not passing, but can have second attempt
1-34	F	Poor	Not passing, need additional training

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 or city]	Contact details (e-mail, phone)	Website for information
TR SAMSUN01	Mrs. Betül Yıldırım betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	http://erasmus.omu.edu.tr/en/genel/host-country-formalities
Sumy	snau.inter@gmail.com +380542701030	https://mfa.gov.ua/en/consular-affairs/con/visa

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 or city]	Contact details (e-mail, phone)	Website for information
TR SAMSUN01	Mrs. Betül Yıldırım betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	http://erasmus.omu.edu.tr/en/genel/health-and-insurance
Sumy	snau.inter@gmail.com +380542701030	https://www.pacificprime.com/countries/ukraine/


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 or city]	Contact details (e-mail, phone)	Website for information
TR SAMSUN01	Mrs. Betül Yıldırım betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	http://erasmus.omu.edu.tr/en/genel/accommodation
Sumy	snau.inter@gmail.com +380542701030	

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature
TRSAMSUN01	Emine Bol Yazıcı Erasmus Institutional Coordinator	05.02.2020	
Sumy	Prof., D.Sc. Volodymyr LADYKA Rector	05.02.2020	