



Erasmus+ Programme

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

Inter-institutional¹ agreement 2016/2017-2020/2021² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Mersin Üniversitesi Faculty of Economics and administrative sciences / Dept. of Business	TR MERSIN01	<u>Institutional Coordinator:</u> Ms Banu Es Yilmaz Tel.: +90 324 361 00 01 E-mail: banues@mersin.edu.tr <u>Academic contact:</u> Assoc. Prof. Ilhan Ege E-mail: ilhanege@mersin.edu.tr	http://oibs.mersin.edu.tr/bologna/?id=/&dil=en
Obuda University Keleti Faculty of Business and Management (17, Tavaszmező str. Budapest, Hungary)	HU BUDAPES16	<u>Institutional Coordinator:</u> Ildikó Marosi PhD H-1084 Budapest, Tavaszmező u. 17 Tel.: +36 1 666 5050, Fax: 5052 E-mail: marosi.ildiko@kgk.uni-obuda.hu <u>Academic contact:</u> Assoc. Prof. Dr. Kornélia Lazányi E-mail: lazanyi.kornelia@kgk.uni-obuda.hu	http://erasmus.uni-obuda.hu/en

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers⁵ 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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	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 MERSIN01	HU BUDAPES16	0410	Business Administration	1 st	2x10 months (or 4x5 months)	-
HU BUDAPES16	TR MERSIN01	0410	Business Administration	1 st	2x10 months (or 4x5 months)	-

[*Optional: subject area 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 [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 MERSIN01	HU BUDAPES16	0410	Business Administration	2x5 days	1x5 days
HU BUDAPES16	TR MERSIN01	0410	Business Administration	2x5 days	1x5 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:

⁵ 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>)

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR MERSIN01	041	Turkish	English	B2	B2
HU BUDAPES16	041	Hungarian	English	B2	B2

In general classes at the University of Mersin are instructed in Turkish. Exchange students are advised to know Turkish in order to attend classes but no requirement. For exchange students special ERASMUS Turkish classes will be offered during the term (6 academic hours per week) at several levels. Students who pass the examination at the end of the semester will get an ECTS certificate.

D. Additional requirements

TR MERSIN01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: erasmus@mersin.edu.tr

HU BUDAPES16: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Office of International Education: incoming@uni-obuda.hu.

Application process: <http://erasmus.uni-obuda.hu/en/how-to-apply>

E. Calendar

1. Students who would like to attend Erasmus Student Exchange programme at Mersin University have to fill and send the application documents (application form, Learning Agreement, passport size Photo, accommodation form) to Mersin University Erasmus Office. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR MERSIN01	15 th July	15 th November
HU BUDAPES16	15 th May	20 th November

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

2. The receiving institution will send its decision within 8 weeks/ HU BUDAPES16 4 weeks, provided the documents are complete.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks/ HU BUDAPES16 4 weeks after the assessment period has finished at the receiving HEI.

⁶For 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>

4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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 MERSIN01: <http://oibs.mersin.edu.tr/bologna/?id=/university/recognition>

HU BUDAPES16: <http://erasmus.uni-obuda.hu/en/grading-system>

Hungarian Grade	Definition	ECTS Classification
5	Excellent – outstanding performance with only minor errors	A
4	Good – generally sound work with a number of notable errors	C
3	Satisfactory – fair but with significant shortcomings	D
2	Sufficient – performance meets the minimum criteria	E
1	Fail – considerable further work is required	F, Fx

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 MERSIN01	erasmus@mersin.edu.tr , banues@gmail.com	http://oibs.mersin.edu.tr/bologna/?id=/students/practicalInfo
HU BUDAPES16	incoming@uni-obuda.hu , +36-1 6665051	For Visa: http://konzulizsolgalat.kormany.hu/en For residence permit: http://www.bmbah.hu/jomla/index.php?lang=en

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 MERSIN01	erasmus@mersin.edu.tr , banues@gmail.com	http://oibs.mersin.edu.tr/bologna/?id=/students/insurance
HU BUDAPES16	incoming@uni-obuda.hu , +36-1 666 5051	http://www.oep.hu/data/cms1004771/Health Care Services Available During Temporary Stay in Hungary form.pdf

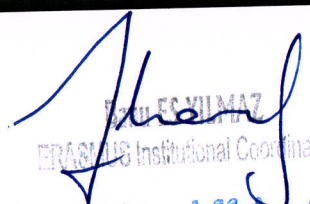
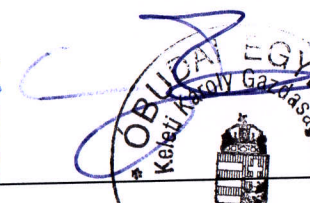

4. Housing

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 MERSIN01	erasmus@mersin.edu.tr , banues@gmail.com	http://oibs.mersin.edu.tr/bologna/?id=/students/accommodation
HU BUDAPES16	incoming@uni-obuda.hu , +36-1 666 5051	http://erasmus.uni-obuda.hu/en/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature and stamp ⁷
TR MERSIN01	Banu ES YILMAZ Erasmus Institutional Coordinator	31.10.2016	 ERASMUS Institutional Coordinator Foreign Affairs Office
HU BUDAPES16	Kornélia Lazányi Vice-Dean of the Faculty of Business and Management	27.10.2016	 

⁷Scanned signatures are accepted