



EUROPEAN UNION

Erasmus+

Enriching lives, opening minds

2021-2027

UNIVERSITETI "ISMAIL QEMALI"

VLORE

ZYRA E PROTOKOLL - ARKIVËS

NR. 695/1 PROT.

DATA 31.03.2023

Erasmus+ Programme
Inter-institutional agreement
Key Action 1

Learning mobility for higher education students and staff

between EU Member States and third countries associated to the Programme
and third countries not associated to the Programme

The institutions¹ named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 20[21]-20[27] in:

¹Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

- ✓ KA131
- ✓ KA171

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the [Erasmus Charter for Higher Education](#)² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the [principles of GDPR](#)³ and in line with the technical standards of the [European Student Card Initiative](#)⁴, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Websites
University of Vlora "Ismail Qemali"	Vlora	Agreement contact: Dr. Eva Çipi eva.cipi@univlora.edu.al Administrative contact: Rezarta Sinanlaj international@univlora.edu.al	General: https://univlora.edu.al Course Catalogue: https://univlora.edu.al/courses-erasmus/

²https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

³https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

⁴https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

⁵Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

⁶Contact details to reach the senior officer in charge of this agreement and of its possible updates.

BALIKESIR UNIVERSITY	TR BALIKES01	Address: Pavarësla, Rr. Kosova 9400 Vlorë, Albania Erasmus + Institutional Coordinator: Assoc. Prof. Seda ŞAHİN, Ph.D. Email: sedasen007@yahoo.com Phone: +90 266 6121452 +90 266 6121400- / ext.: 1620 Administrative contact: Ece KANBUR, M.s. Balıkesir University International Relations Office, Rectorate Building ,5th floor, Çağış Campus, 10145- Balıkesir /TURKEY Phone: +902666121452 / +902666121400/ext.: 1621 email: ecegormez@balikesir.edu.tr	International Office: http://www.balikesir.edu.tr/site/birim/uluslararasi-iliskiler-arastirma-ve-uygulama-merkezi-129938 Course Catalogue: https://obs.balikesir.edu.tr/oibs/bologna/index.aspx?lang=en University web page in English: http://www.balikesir.edu.tr/site/index?lang=en/
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2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement.

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area ISCED CODE ⁷ (optional)	Subject area NAME (optional)	Study cycle [short cycle, 1st, 2nd or 3rd] (optional I)	Number of mobility periods			
					Student Mobility [Specify here total number of students]	Student Mobility [Specify here total number of months]	Staff Mobility [Specify here total number of staff]	Staff Mobility [Specify here total number of days]
TR BALIKES01	VLORA	-	Nursing and midwifery	1 st , 2 nd , 3 rd	2	10	2	10
VLORA	TR BALIKES01	-			2	10	2	10
TR BALIKES01	VLORA	-	Engineering (Electrical and Mechanical Engineering)	1 st , 2 nd , 3 rd	2	10	2	10
VLORA	TR BALIKES01	-			2	10	2	10

⁷<https://cirabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

TR BALIKES01	VLORA	05	Biology, Physics, Chemistry, Maths	1 st , 2 nd , 3 rd	2	10	2	10
VLORA	TR BALIKES01				2	10	2	10
TR BALIKES01	VLORA	-	Economics	1 st , 2 nd , 3 rd	2	10	2	10
VLORA	TR BALIKES01	-			2	10	2	10
TR BALIKES01	VLORA	041	Business administration, Finance and accounting	1 st , 2 nd , 3 rd	2	10	2	10
VLORA	TR BALIKES01				2	10	2	10
TR BALIKES01	VLORA	061	ICTs (Computer Science)	1 st , 2 nd , 3 rd	2	10	2	10
VLORA	TR BALIKES01				2	10	2	10
TR BALIKES01	VLORA	042	Law	1 st , 2 nd , 3 rd	2	10	2	10

VLORA	TR BALIKES01			1 st , 2 nd , 3 rd	2	10	2	10
TR BALIKES01	VLORA	011	Education	1 st , 2 nd , 3 rd	2	10	2	10
VLORA	TR BALIKES01				2	10	2	10
TR BALIKES01	VLORA	023	Languages	1 st , 2 nd , 3 rd	2	10	2	10
VLORA	TR BALIKES01				2	10	2	10

Optional additional information

e.g. blended mobility: *To be agreed upon beforehand.

3. 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 skills⁸ at the start of the mobility period (see also section 5 "Preparation and Support").

⁸For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Receiving institution [Erasmus code or city]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
TR BALIKES01	-	Turkish	English	English B1	English B2
VLORA	-	Albanian	English	English B1	English B2

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organization or administration of their Erasmus+ mobility period. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- 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.

This section is mandatory/applicable only for KA171. Repartition of the granted Organisational Support between the partners is strongly recommended, but not mandatory: N/A

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition		Priority Objectives
	-	
	-	
	-	
	-	

5. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving Institution [Erasmus code or city]	Term duration	Deadline ⁹
TR BALIKES01	Winter Term: September to January Spring Term: February to June	30 th June- for autumn term 30 th December for summer term
VLORA	Academic calendar: mid-October - February Nominations: June 30th Applications: July 15th	Academic calendar: March - mid-July Nominations: December 15th Applications: December 30th

The receiving institution will send its decision within [5] weeks and no later than **5 weeks**.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
TR BALIKES01	erasmus@balikesir.edu.tr +90 266 6121400-1620-1621-1622	https://www.balikesir.edu.tr/site/icerik/uluslararasi-iliskiler-arastirma-ve-uygulama-merkezi-1486

⁹ Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

VLORA	Academic calendar: mid-October - February Applications: July 15th	Academic calendar: March – mid-July Applications: December 30th
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Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	Selection criteria for students: • Number of ECTS credits (or equivalent) already completed before the start of the mobility: min. 30 ECTS • Subject area (ISCED code): according to the table in section 2 • Grade point average • Language skills Selection criteria for staff: • Permanent full-time employee • Work experience (only for administrative staff) • Subject area (ISCED code): according to the table in section 2 • Language skills	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf
Inclusion measures ¹⁰	Bonus points in the selection process for: • Students/staff undertaking their first ever Erasmus mobility • Students/staff with fewer opportunities	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf
CV, Motivation letter and others	For both student and staff	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf

6. Preparation and support

The Higher Education Institution(s) in an EU Member State or associated third country commit(s) to:

¹⁰ You may find the Implementation guidelines of the Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

- Ensure that students are aware of their rights and obligations as defined in the Erasmus+ Student Charter¹¹.
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

All involved Higher Education Institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.

¹¹ The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/applicants/student-charter_en

- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

8	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	TR BALIKES01	erasmus@balikesir.edu.tr +90 266 6121400- ext.: 1620-1621 or 1622	http://www.balikesir.edu.tr/site/icerik/uluslararasi-iliskiler-arastirma-ve-uygulama-merkezi-1486
	VLORA	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
	VLORA	international@univlora.edu.al	
Visa	TR BALIKES01	erasmus@balikesir.edu.tr +90 266 6121400-1620-1621-1622	http://www.mfa.gov.tr/default.en.mfa
	VLORA	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
	VLORA	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Insurance	TR BALIKES01	erasmus@balikesir.edu.tr +90 266 6121400-1620-1621-1622	https://www.balikesir.edu.tr/upload/202302091023/files/insurance%20edited.pdf
	VLORA	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
	TR BALIKES01	erasmus@balikesir.edu.tr +90 266 6121400-1620-1621-1622	Although University of Balikesir has infrastructure to host students and staff with disabilities, depending on the nature of the disability, we strongly advise to provide as much information ahead of time in order to inform the student/staff of the feasibility of the mobility.
Mentoring	VLORA	Dr. Eva Çipi eva.cipi@univlora.edu.al	
Grant payments	TR BALIKES01	erasmus@balikesir.edu.tr +90 266 6121400-1620-1621-1622	http://www.balikesir.edu.tr/site/icerik/uluslararasi-iliskiler-arastirma-ve-uygulama-merkezi-1486

Alumni information		international@univlora.edu.al	https://univlora.edu.al/sektori-projekteve/erasmus/
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7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed. *[Please specify the recognition tools that will be used, e.g. the European Credit Transfer and Accumulation System.]*

Institutions commit to:

the European Credit Transfer and Accumulation System

- 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 non-academic organisations and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
 - Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
 - 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. *[it should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
 - Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

8. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide¹². The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information																																						
VLORA		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf																																						
TR BALIKES01		<table><tr><th>Numerical Grade</th><th>Degree of Success</th><th>Letter Grade</th><th>ECTS Grade</th></tr><tr><td>4.00</td><td>Very Good</td><td>AA</td><td>A</td></tr><tr><td>3.50</td><td>Good-Very Good</td><td>BA</td><td rowspan="2">B</td></tr><tr><td>3.00</td><td>Good</td><td>BB</td></tr><tr><td>2.50</td><td>Average-Good</td><td>CB</td><td rowspan="2">C</td></tr><tr><td>2.00</td><td>Average</td><td>CC</td></tr><tr><td>1.50</td><td>Weak-Average</td><td>DC</td><td>D</td></tr><tr><td>1.00</td><td>Conditional Pass</td><td>DD</td><td>E</td></tr><tr><td>0.00</td><td>Fail</td><td>FF</td><td>FX</td></tr><tr><td></td><td></td><td></td><td>F</td></tr></table>	Numerical Grade	Degree of Success	Letter Grade	ECTS Grade	4.00	Very Good	AA	A	3.50	Good-Very Good	BA	B	3.00	Good	BB	2.50	Average-Good	CB	C	2.00	Average	CC	1.50	Weak-Average	DC	D	1.00	Conditional Pass	DD	E	0.00	Fail	FF	FX				F
Numerical Grade	Degree of Success	Letter Grade	ECTS Grade																																					
4.00	Very Good	AA	A																																					
3.50	Good-Very Good	BA	B																																					
3.00	Good	BB																																						
2.50	Average-Good	CB	C																																					
2.00	Average	CC																																						
1.50	Weak-Average	DC	D																																					
1.00	Conditional Pass	DD	E																																					
0.00	Fail	FF	FX																																					
			F																																					

¹² The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

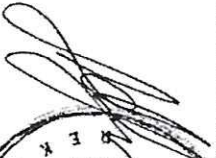
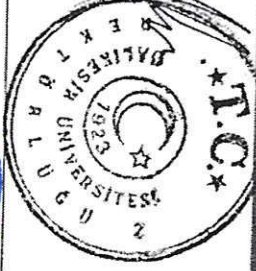
9. Any other information regarding the terms of the agreement (optional)

N/A

10. 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."]

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³
TR BALIKES01	Dr. Seda ŞAHİN Institutional Erasmus+ Coordinator	29.03.2023	 
VLORA	Prof. Dr. Roland Zisi Rector	31.03.2023	 

¹³ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation