



Erasmus+ Programme

Multilateral 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.

Information in highlight are instructions and should be deleted before signing the agreement.

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2022/2023]	[2023]
End of validity	[2025/2026]	[2026]

* One of the two options should be selected.

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)
Ibn Haldun University Department of Comparative Literature	TR ISTANBU66 899885976	Enes Yalman Director of International Office Email: erasmus@ihu.edu.tr Phone: + 90 212 692 02 12 Extension: 1199	https://international.ihu.edu.tr/
University of Vlora "Ismail Qemali" Faculty of Humanities, Department of Foreign Languages	E10159336 934361522	Assoc. Prof. Armela Panajoti, coordinator Dean, Faculty of Humanities, professor at the Department of Foreign Languages Email: armelap@assenglish.org armela.panajoti@univlora.edu.al Phone: +355692384468 Administrative contact: Ms Rezarta Sinanaj Projects and International Relations Office Email: international@univlora.edu.al Tel: +355695303633	General: https://univlora.edu.al Faculty: https://univlora.edu.al/fakulteti-i-shkencave-humane/ Course Catalogue: https://univlora.edu.al/wp-content/uploads/2020/02/student-guide-2019-2020.pdf

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

B. Mobility numbers³ 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 no later than the end of January in the preceding academic year.]

FROM		TO		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			
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]						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 ISTANBU 66	VLORE E101593 36	0232	Department of Foreign Languages		1 st	2	5	2	2	
VLORE E101593 36	TR ISTANBU 66	0232	Comparative Literature		1 st	2	5	2	2	

Short-term blended mobility option for students

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	TO	Number of staff mobility periods

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>

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	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 ISTANBU 66	VLORË E10159 336	0232	Department of Foreign Languages	2	5	2	5
VLORË ⁴ E10159 336	TR ISTANBU 66	0232	Comparative Literature	2	5	2	5

[*Optional columns can be deleted if not applicable. 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 can be indicated if relevant.]

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]	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]
TR ISTANBU66	English	Turkish	B2	B2
VLORË E10159336	English	Albanian	B2	B2

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>

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
TR ISTANBU66	Academic calendar: 15.09.-30.01. Nominations: June 1st Applications: June 15th	Academic calendar: 14.02.-2.07. Nominations: November 15th Applications: November 30th
VLORË E10159336	Academic calendar: mid-October - February Nominations: June 30th Applications: July 15th	Academic calendar: March – mid-July Nominations: December 15th Applications: December 30th

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

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
TR ISTANBU66	Academic calendar: 15.09.-30.01. Applications: June 15th	Academic calendar: 14.02.-2.07. Applications: November 30th
VLORË E10159336	Academic calendar: mid-October - February Applications: July 15th	Academic calendar: March – mid-July Applications: December 30th

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

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU66	Email: erasmus@ihu.edu.tr Phone: + 90 212 692 02 12 Extension: 1199	international.ihu.edu.tr
VLORË E10159336	Email: international@univlora.edu.al armela.panajoti@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkomtarizimi_2023.pdf https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
TR ISTANBU66	Academic requirements (GPA) Language score CV	<ul style="list-style-type: none"> - Minimum GPA requirements are 2.5/4.00 for undergraduate, 3.00/4.00 for masters and PhD. - Minimum language score requirements are 84/120 for TOEFL-iBT or equivalent exams that meet the minimum score. 	https://international.ihu.edu.tr/
VLORË E10159336	Academic requirements (GPA) Language score CV Other	<ul style="list-style-type: none"> - Compliance with subject area(s) foreseen in the IIA - For students: GPA - For academic staff: Academic title/degree - Language skills for students/staff: B2 - Required for staff. - Application form for staff/students -Verification letters (employment, language skills), ID document -Mobility plan - Teachers can also be appointed/invited by the management of the respective departments/faculties based on strategic 	https://univlora.edu.al/wp-content/uploads/2019/06/Regullore-ICM-e-miratuar.pdf

		consideration (continuous professional development, international recruitment, future project preparation, lectures integrated into the regular study programme of the receiving institution, BIP courses, preparation of new study material, etc.)	
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The receiving institution will send its decision within [2] weeks, **and 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 ISTANBU66	- Reduced mobility - Visual impairments - Natural disaster survivals	The campus is built and designed to make it easy for visually impaired or wheelchaired participants (both students and staff).	E-mail: erasmus@ihu.edu.tr Tel: +90 212 692 02 12 Ext: 1199	https://international.ihu.edu.tr/
VLORË E10159336	- Physical disabilities	Assistance is provided upon request."	Email: international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

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
TR ISTANBU66	Hamzah Musazay E-mail: erasmus@ihu.edu.tr Tel: +90 212 692 02 12 Ext: 1105	https://international.ihu.edu.tr/
VLORË E10159336	Projects and International Relations Office Email: international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

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
TR ISTANBU66	Defrim Shabanaj E-mail: erasmus@ihu.edu.tr Tel: +90 212 692 02 12 Ext: 1104	https://international.ihu.edu.tr/
VLORË E10159336	Projects and International Relations Office Email: international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

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
TR İSTANBU66	Defrim Shabanaj E-mail: erasmus@ihu.edu.tr Tel: +90 212 692 02 12 Ext: 1104	https://international.ihu.edu.tr/
VLORË E10159336	Projects and International Relations Office Email: international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/ndrkombtarizimi_2023.pdf

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
TR İSTANBU66		E-mail: erasmus@ihu.edu.tr Tel: +90 212 692 02 12 Ext: 1199	https://international.ihu.edu.tr/
VLORË E10159336		Email: international@univlora.edu.al	https://univlora.edu.al/ https://univlora.edu.al/wp-content/uploads/2023/01/ndrkombtarizimi_2023.pdf

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]*

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

Termination of the agreement

A notice of 1 year should be given to the other party in the event of a unilateral decision. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

[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
TR ISTANBU66	Enes Yalman Director of International Office		
VLORË E10159336	Prof. Dr. Roland Zisi Rector	17.03.2023	

⁵ Scanned signatures are accepted