



EUROPEAN UNION

Erasmus+

Enriching lives. opening minds.

2021-2027

UNIVERSITATEA "AL.I. CUZAIA" IAI
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**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:

- 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 Education² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR³ and in line with the technical standards of the European Student Card Initiative⁴, 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 Inter-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.

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

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

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

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
Ondokuz Mayıs University	TR SAMSUN01	Asst. Prof. Dr. Mehmet TÜTÜNCÜ Erasmus Institutional Coordinator Ondokuz Mayıs University, International Relations Office, Atakum-Samsun, 55200 TÜRKİYE Tel: +90-362-3121919 (Ext: 1613) Fax: +90-362-4576091 e-mail: mehmet.tutuncu@omu.edu.tr erasmus@omu.edu.tr	General: http://erasmus.omu.edu.tr/en Faculty/faculties: https://www.omu.edu.tr/en/academic/faculties-and-schools Course catalogue: http://ebs.omu.edu.tr
"İsmail Qemali" University Vlora	VLORA	Administrative contact: Rezarta Sinanallaj Projects and International Relations Office international@univlora.edu.al Tel: +35569503633 Academic coordinator: Prof assoc Enkelejd Mehilli Vice Rector mechilli@univlora.edu.al	General: https://univlora.edu.al/ Course catalogue: https://univlora.edu.al/courses-erasmus/

⁵ Higher 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.

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

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)	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 SAMSUN01	VLORA	011	Education	1 st , 2 nd	4	4x10	4	4x7
		023	Languages (English Language)	1 st , 2 nd	4	4x10	4	4x7
		0311	Economics	1 st , 2 nd	4	4x10	4	4x7
		04	Business, administration and law	1 st , 2 nd	4	4x10	4	4x7
		05	Natural sciences, mathematics	1 st , 2 nd , 3 rd (PhD only for Mathematics)	4	4x10	4	4x7
		061	Information and Communication Technologies (ICTs)	1 st , 2 nd	4	4x10	4	4x7
		0713, 0714	Electricity and energy (Electrical Engineering)	1 st	4	4x10	4	4x7
		0913	Nursing and midwifery, Public health	1 st , 2 nd	4	4x10	4	4x7

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

		1015	Travel, tourism and leisure	1 st	4	4x10	4	4x7
		003	Personal skills and development				6	6x7
		011	Education	1 st , 2 nd	4	4x10	4	4x7
		023	Languages (English Language)	1 st , 2 nd	6	6x10	6	6x7
		0311	Economics	1 st , 2 nd	4	4x10	4	4x7
		04	Business, administration and law	1 st , 2 nd	4	4x10	4	4x7
		05	Natural sciences, mathematics	1 st , 2 nd 3 rd (PhD only for Mathematics)	4	4x10	4	4x7
		061	Information and Communication Technologies (ICTs)	1 st , 2 nd	4	4x10	4	4x7
		0713, 0714	Electricity and energy (Electrical Engineering)	1 st	4	4x10	4	4x7
		0913	Nursing and midwifery, Public health	1 st , 2 nd	4	4x10	4	4x7
		1015	Travel, tourism and leisure	1 st	4	4x10	4	4x7
		003	Personal skills and development				6	6x7
VLORA	TR SAMSUN01							

Optional additional information

Blended mobility is optional.

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").

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 SAMSUN01		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.

⁸ For 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>

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 organisation 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.

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
The organisational support grant will be controlled by OMU Erasmus office. The grant will be spent on activities related to the organisation of outbound or inbound student and staff mobility. The agreement also values the inclusion of students and staff with fewer chances for mobility.	First, the university's objective is to foster partnerships and enlarge them with universities that have similar research interests. Sustainable partnerships need to be balanced thus the university aims to establish mutually beneficial partnerships covering all three educational cycles as well as staff mobility and research-related actions.
	The second objective is to facilitate the international experience of students and staff and at the same time contribute to improved quality of education at both OMU and UTV ISMAILQEMALI and internationalization in general. This is in line with the internationalization strategies of both universities.
	The third objective is to support students from a disadvantaged background
	The fourth objective is to support the staff who need extra funding to realise mobility

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 SAMSUN01	Winter Term: from September to February Spring Term: from February to June	Nomination: For Autumn Term or Full Academic Year: 15 June For Spring Term: 15 November Application: For Autumn Term or Full Academic Year: 15 July For Spring Term: 15 December
VLORA	Winter Term: from October to February Spring Term: from March to July	June ,30 December, 31

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

The receiving institution will send its decision within [4] 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 SAMSUN01	Mrs. Betül Yildirim betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	https://erasmus.omu.edu.tr/en/genel/ka171-student
VLORA	International@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	Number of ECTS credits (or equivalent) already completed / current level of completion of studies and GPA Score Subject area (ISCED code) EQF level, Vlora Compliance with subject area(s) foreseen in the IIA For students: GPA For academic staff: Academic title/degree Language skills for both: B2	https://erasmus.omu.edu.tr/en/genel/ka171-student https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf

CV	Applies only for internships Vlora: required for staff	https://erasmus.omu.edu.tr/en/genel/ka171-student https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf
Motivation letter	Applies only for internships Vlora: required for both staff (integrated in the application form) and students	https://erasmus.omu.edu.tr/en/genel/ka171-student https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf
Inclusion measures ¹⁰	The partners will promote and ensure equal access and opportunities to participants from all backgrounds, in particular giving priority to the disadvantaged and those with special needs. Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide) To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during the selection process. Vlora Candidates from less advantageous backgrounds are prioritized. Proof is to be submitted as part of the submission docs.	https://erasmus.omu.edu.tr/en/genel/special-needs https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf
Other		

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 Charter*¹¹.
- 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.
- 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**.

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

- 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.

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	TR SAMSUN01	Mrs. Betül Yildirim betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	https://erasmus.omu.edu.tr/en/genel/accommodation
	VLORA	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Language Support	TR SAMSUN01	Mrs. Betül Yildirim betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	https://www.ku.sk/en/foreign-relations/
	VLORA	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Visa	TR SAMSUN01	Mrs. Betül Yildirim betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	https://erasmus.omu.edu.tr/en/genel/host-country-formalities
	VLORA	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Insurance	TR SAMSUN01	Mrs. Betül Yildirim betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	https://erasmus.omu.edu.tr/en/genel/health-and-insurance
	VLORA	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Inclusion of participants with fewer opportunities	TR SAMSUN01	Mrs. Betül Yildirim betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	https://erasmus.omu.edu.tr/en/genel/special-needs

	VLORA	international@univivlora.edu.al	https://univivlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Mentoring	TR SAMSUN01	Mrs. Betul Yildirim betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	https://univivlora.edu.al/
	VLORA	international@univivlora.edu.al	https://univivlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Grant payments	TR SAMSUN01	Mrs. Betul Yildirim betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	https://erasmus.omu.edu.tr/uploads/b4d20b844a4e51ff3ce5eb935d90ef95-en.pdf
	VLORA	international@univivlora.edu.al	https://univivlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Alumni information	TR SAMSUN01	Mrs. Betul Yildirim betul.yildirim@omu.edu.tr erasmus@omu.edu.tr +90-362-3121919 (Ext. 1606)	
	VLORA	international@univivlora.edu.al	https://univivlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed

<https://erasmus.omu.edu.tr/en/genel/grading-system>

European Credit transfer and Accumulation system

VLORA: https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

- 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:
 - o 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.
 - o 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.
 - o 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
TR SAMSUN01		https://erasmus.omu.edu.tr/en/genel/grading-system
VLORA		https://univlora.edu.al/sektori-projekteve/erasmus/

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

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."

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

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³
TR SAMSUN01	Asst. Prof. Dr. Mehmet TÛTÛNCÛ Erasmus Institutional Coordinator Ondokuz Mayıs University		
VLORA	Prof.Dr. Roland Zisi Rector	18.04.2023	

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