



# Erasmus+ Programme

## Bilateral 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 <sup>1</sup>**

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.

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

## Validity period of the agreement

Timeframe	Call Year
Start of validity	[2021]
End of validity	[2027]

## A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>2</sup> (email, phone)	Websites ( General/Faculties/ Course catalogue)
<b>Transilvania University of Brasov</b> <b>ROMANIA</b> PIC number: 999904131 OID: E10209167	RO BRASOV01	<b>Institutional Coordinator</b> Name: Prof. Dr. Eng. Simona LACHE e-mail: <a href="mailto:slache@unitbv.ro">slache@unitbv.ro</a>  <b>Erasmus Office</b> B-dul Eroilor nr 29, RO-500036 Brasov, Romania Tel. & fax: +40 268473473 e-mail: <a href="mailto:erasmus@unitbv.ro">erasmus@unitbv.ro</a> , <a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> , <a href="mailto:outgoing@unitbv.ro">outgoing@unitbv.ro</a>  <b>Faculty coordinator/Contact person:</b> Name: Assoc. Prof. Dr. Nicolae MARINESCU E-mail: <a href="mailto:marinescu@unitbv.ro">marinescu@unitbv.ro</a>	General: <a href="http://www.unitbv.ro/en/">www.unitbv.ro/en/</a> Faculty/faculties: <a href="http://www.unitbv.ro/en/faculties.html">www.unitbv.ro/en/faculties.html</a> Course catalogue: <a href="http://www.unitbv.ro/en/prospectivestudents/academicprogrammes.html">www.unitbv.ro/en/prospectivestudents/academicprogrammes.html</a>
<b>ÇANAKKALE ONSEKİZ MART ÜNİVERSİTESİ (Canakkale Onsekiz Mart University)</b> <b>The Faculty of Political Sciences at Çanakkale</b> Erasmus Code : TR CANAKKA01 EUC No : 220030 <a href="https://erasmus.comu.edu.tr/">https://erasmus.comu.edu.tr/</a>	TR CANAKKA01 (E10165255)	<b>Institutional Erasmus Coordinator</b> Ali Emrah Tokatlioğlu Tel: +90 286 218 00 18 Ext. 12000 Fax: + 90 286 218 19 49 Email: <a href="mailto:erasmus@comu.edu.tr">erasmus@comu.edu.tr</a>  <b>Business Departmental Coordinator and Contact Point</b> Assoc. Prof. Dr. Ümran ŞENGÜL <a href="mailto:umransengul@yahoo.com">umransengul@yahoo.com</a>	<a href="http://www.comu.edu.tr/en/">http://www.comu.edu.tr/en/</a> <a href="https://courses.comu.edu.tr/">https://courses.comu.edu.tr/</a>

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

## B. Mobility numbers<sup>3</sup> 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 (optional) )* [ISCED ]	Subject area name (optional)*	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] (option al)*	Number of student mobility periods			
					Student Mobility for Studies  [total numbe r of studen ts]	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]
RO BRASOV01	TR CANAKKA01	041	Business and administration	1	2	5		
TR CANAKKA01	RO BRASOV01	041	Business and administration	1	2	5		

### ☐ 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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subje ct area code (option al)* [ISCED ]	Subject area name (optional)*	Number of staff mobility periods			
				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]
RO BRASOV01	TR CANAKKA01	041	Business and administration	2	10 days	1	5 days
TR CANAKKA01	RO BRASOV01	041	Business and administration	2	10 days	1	5 days

<sup>3</sup> 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>

[\* 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
RO BRASOV01		Romanian	English	B1 – Romanian or English	B2 – Romanian or English
TR CANAKKA01		TURKISH	ENGLISH	B1 English (for classes taught in English) or B1 Turkish (for classes taught in Turkish)	B2 ENGLISH

### D. Calendar

**Nominations of incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
RO BRASOV01	15 / June	15 / December
TR CANAKKA01	May, 15 <sup>th</sup> (autumn term starts on September)	November, 15 <sup>th</sup> (spring term starts on January or February)

**Applications from incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
RO BRASOV01	15 / June	15 / December
TR CANAKKA01 (E10165255)	June, 1 <sup>st</sup> (autumn term starts on September or October)	December, 1 <sup>st</sup> (spring term starts on January or February)

<sup>4</sup> 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>

### Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
RO BRASOV01	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> phone: +40 268 473 473	<a href="http://www.unitbv.ro/en/erasmus-students/incoming-students.html">www.unitbv.ro/en/erasmus-students/incoming-students.html</a>
TR CANAKKA01 (E10165255)	Mr. Çağrı Ege <a href="mailto:erasmusincoming@comu.edu.tr">erasmusincoming@comu.edu.tr</a> Phone: +90 286 2180018 (12008)	<a href="https://erasmus.comu.edu.tr/incoming-students/application-and-other-procedures-r84.html">https://erasmus.comu.edu.tr/incoming-students/application-and-other-procedures-r84.html</a>

### E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
RO BRASOV01	Academic requirements CV Motivation letter Other	- Number of ECTS credits completed - Subject area code - ISCED - EQF level	<a href="http://www.unitbv.ro/en/erasmus-students/incoming-students.html">www.unitbv.ro/en/erasmus-students/incoming-students.html</a>
TR CANAKKA01 (E10165255)	Mr. Çağrı Ege <a href="mailto:erasmusincoming@comu.edu.tr">erasmusincoming@comu.edu.tr</a> Phone: +90 286 2180018 (12008)		<a href="https://erasmus.comu.edu.tr/incoming-students/application-and-other-procedures-r84.html">https://erasmus.comu.edu.tr/incoming-students/application-and-other-procedures-r84.html</a>

The receiving institution will send its decision within **4 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
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RO BRASOV01	<ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> <li>- ...</li> </ul>	We could specify in due time, upon request, if special needs of students and staff with disabilities can be fulfilled.	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> phone: +40 268 473 473	<a href="http://www.unitbv.ro/en/erasmus-students/incoming-students.html">www.unitbv.ro/en/erasmus-students/incoming-students.html</a>
TR CANAKKA01 (E10165255)	<ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> <li>- ...</li> </ul>		<a href="https://ekb.comu.edu.tr/birim-sorumlusu-r9.html">https://ekb.comu.edu.tr/birim-sorumlusu-r9.html</a>	<a href="https://ekb.comu.edu.tr/fakulte-ve-yuksekokul-koordinatloreri-r1.html">https://ekb.comu.edu.tr/fakulte-ve-yuksekokul-koordinatloreri-r1.html</a>

Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
RO BRASOV01	<ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> <li>- ...</li> </ul>	We could specify in due time, upon request, if special needs of students and staff with disabilities can be fulfilled.	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> phone: +40 268 473 473	<a href="http://www.unitbv.ro/en/erasmus-students/incoming-students.html">www.unitbv.ro/en/erasmus-students/incoming-students.html</a>
TR CANAKKA01 (E10165255)	<ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> <li>- ...</li> </ul>		<a href="https://ekb.comu.edu.tr/birim-sorumlusu-r9.html">https://ekb.comu.edu.tr/birim-sorumlusu-r9.html</a>	<a href="https://ekb.comu.edu.tr/fakulte-ve-yuksekokul-koordinatloreri-r1.html">https://ekb.comu.edu.tr/fakulte-ve-yuksekokul-koordinatloreri-r1.html</a>

## 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
RO BRASOV01	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> phone: +40 268 473 473	<a href="http://www.unitbv.ro/en/erasmus-students/incoming-students.html">www.unitbv.ro/en/erasmus-students/incoming-students.html</a>

TR CANAKKA01 (E10165255)	Mr. Çağrı Ege <a href="mailto:erasmusincoming@comu.edu.tr">erasmusincoming@comu.edu.tr</a> Phone: +90 286 2180018 (12008)	<a href="http://erasmus.comu.edu.tr/incoming-students/accommodation.html">http://erasmus.comu.edu.tr/incoming-students/accommodation.html</a>
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## 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
RO BRASOV01	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> phone: +40 268 473 473	<a href="http://www.unitbv.ro/en/erasmus-students/incoming-students.html">www.unitbv.ro/en/erasmus-students/incoming-students.html</a>
TR CANAKKA01 (E10165255)	Mr. Çağrı Ege <a href="mailto:erasmusincoming@comu.edu.tr">erasmusincoming@comu.edu.tr</a> Phone: +90 286 2180018 (12008)	<a href="http://erasmus.comu.edu.tr/incoming-students/visa-and-resident-permit.html">http://erasmus.comu.edu.tr/incoming-students/visa-and-resident-permit.html</a>

## 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
RO BRASOV01	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> phone: +40 268 473 473	<a href="http://www.unitbv.ro/en/erasmus-students/incoming-students.html">www.unitbv.ro/en/erasmus-students/incoming-students.html</a>
TR CANAKKA01 (E10165255)	Mr. Çağrı Ege <a href="mailto:erasmusincoming@comu.edu.tr">erasmusincoming@comu.edu.tr</a> Phone: +90 286 2180018 (12008)	<a href="http://erasmus.comu.edu.tr/incoming-students/insurance.html">http://erasmus.comu.edu.tr/incoming-students/insurance.html</a>

#### 4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
RO BRASOV01	Under the European Credit Transfer and Accumulation System, in order to accumulate credit units, the student must participate in the scheduled teaching activities and carry out individual training activities.  1 credit = 25 hours total work 1 full academic year = 60 credits 1 semester = 30 credits 3 months = 20 credits Grading distribution will be provided by student's Transcript of Records	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> phone: +40 268 473 473	<a href="http://www.unitbv.ro/en/erasmus-students/incoming-students.html">www.unitbv.ro/en/erasmus-students/incoming-students.html</a>
TR CANAKKA01 (E10165255)			

A Transcript of Records will be issued by the receiving institution no later than [xx] weeks after the assessment period has finished at the receiving HEI.

**TR CANAKKA01;** the following scale is used for all types of evaluations/examinations:

COMU Grades	Grades (over 4)	Scores	ECTS Grades
AA	4,0	90-100	A
BA	3,5	85-89	B
BB	3,0	80-84	B
CB	2,5	70-79	C
CC	2,0	60-69	C
DC	1,5	55-59	D
DD	1,0	50-54	E

FD	0,5	40-49	F
FF	0,0	0-39	FX

YE: Satisfactory YS: Unsatisfactory DS: Fail (Minimum attendance requirement not fulfilled)

Successful Grades: AA, BA, BB, CB, CC, DC, DD, YE


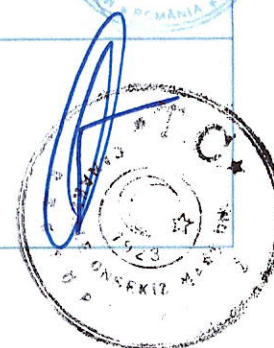
Unsuccessful Grades: FD, FF, YS, DS

\*<https://ubys.comu.edu.tr/AIS/OutcomeBasedLearning/Home/Index?culture=en-US#>

### Termination of the agreement

*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 <sup>5</sup>
RO BRASOV01	Prof. Dr. Eng. Ioan Vasile ABRUDAN, Rector	5.01.2022	
TR CANAKKA01 (E10165255)	Prof. Dr. Sedat Murat Rector	10.01.2022	

<sup>5</sup> Scanned signatures are accepted

THE UNIVERSITY OF CHICAGO