



**Erasmus+ Programme Key Action 1 – Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional agreement 2014-2021 between programme countries**

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 details¹ (email, phone)	Website (eg. of the course catalogue)
Hacettepe University	TR ANKARA03	Erasmus Departmental Coordinator: Asst. Prof. Dr. Yasemin Demiraslan Çevik, yasemind@hacettepe.edu.tr Outgoing SMS students coordinator: Barış Çavuşoğlu baris.cavusoglu@hacettepe.edu.tr Şirinşah Murat sirinsah@hacettepe.edu.tr Outgoing SMP students coordinator: Ceren Yılmaz cyilanci@hacettepe.edu.tr Incoming students coordinator: Tuba Yıldırım tubayil@hacettepe.edu.tr Teaching Staff and Staff Training Evren Erik evren.e@hacettepe.edu.tr Bilateral agreements: Melisa Akyön Dündar makyondundar@gmail.com Tel: +90312 297 63 78 Fax: +90312 297 63 79	Faculty of Education http://www.egitim.hacettepe.edu.tr/english/index.html Department of Computer Education and Instructional Technology http://www.ebit.hacettepe.edu.tr/en/index.html
Vilnius University Universiteto 3, LT-01513 Vilnius, Lithuania	LT VILNIUS01	University Erasmus coordinator: Milda Girdzijauskaitė Office of International Programmes and Relations Tel. +370 5 268 7048 E-mail: milda.girdzijauskaite@cr.vu.lt Academic coordinator: dr. Saulius Maskeliūnas VU Institute of Mathematics and Informatics (IMI), Akademijos str. 4, Vilnius, LT-08663 Vilnius, Lithuania Tel. +370 5 2109342 E-mail: saulius.maskeliunas@mii.vu.lt Contact person in charge of this agreement: Prof. Dr. Valentina Dagienė Dept. of Informatics Methodology,	Contact details: http://www.vu.lt/en/studies/contacts Information for incoming students: http://www.vu.lt/en/studies/exchange-students Course catalogue: http://www.vu.lt/en/studies/exchange-students/courses-taught-in-foreign-languages

		VU IMI, Akademijos str. 4, LT-08663 Vilnius, Lithuania Tel. +370 5 210 9732, E-mail: valentina.dagiene@mii.vu.lt	
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B. Mobility numbers² 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 [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 ANKARA03	LT VILNIUS01	061	Information and Communication Technologies (ICTs)	1 st , 2 nd , 3 rd	2 students x 6 months	/
LT VILNIUS01	TR ANKARA03	061	Information and Communication Technologies (ICTs)	1 st , 2 nd , 3 rd	2 students x 3 months	/

*Optional: subject area code & name and study cycle are optional.

<http://www.uis.unesco.org/education/pages/international-standard-classification-of-education.aspx>

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 ANKARA03	LT VILNIUS01	061	Information and Communication Technologies (ICTs)	2 persons x 1 week x min. 8 teaching hours	/
LT VILNIUS01	TR ANKARA03	061	Information and Communication Technologies (ICTs)	2 persons x 1 week x min. 8 teaching hours	/

² 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>

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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ANKARA03	...	Turkish	English	English: B1 Turkish: A2	B2
LT VILNIUS01	061	English		B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

TR ANKARA03:

Hacettepe University accepts online applications. Incoming students are requested to log-in at Erasmus Application system. This is available on the web site; <https://appabofisi.hacettepe.edu.tr/en/incoming-students>. Information for students with special needs: <http://www.eob.hacettepe.edu.tr/english/>

LT VILNIUS01:

Information for incoming students: <http://www.vu.lt/en/studies/exchange-students>
Information for students with special needs: <http://www.vu.lt/en/studies/practical-information/56-studies/studies/2506>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ANKARA03	Nomination deadline: 15 May Application deadline: 01 June Academic Calendar: End of September	Nomination deadline: 15 October Application deadline: 01 November Academic Calendar: Second week of February

³ 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>

LT VILNIUS01	June 1	November 15
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2. The receiving institution will send its decision within 6weeks (CODE) / 4weeks(TR ANKARA03).
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks (CODE) / 6 weeks (TR ANKARA03)after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

In case of 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 of one academic year will only take effect as of 1 September of the following academic year. 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."

LT VILNIUS01:

2. *The receiving institution will send its decision within 2 weeks after the deadline.*
 3. *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.*
 4. *Termination of the agreement*
- The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. 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. 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

H.U. Grades foroutgoing students	ECTS grade	% of successful studentsnormally achieving the grade	Definition
A1	A	10	Excellent: outstanding performance with only minor errors.
A3	B	25	Very Good: above the average Standard but with some errors.
B2	C	30	Good: generally sound work with a number of notable errors.
C1	D	25	Satisfactory: fair but with significant shortcomings
C3	E	10	Sufficient: performance meets the minimum criteria.
F3	FX		Fail: some more work required before the credit

			can be awarded.
F3	F		Fail: considerable further work is required.
H.U. Grades for incoming students	ECTS grade	% of successful students normally achieving the grade	Definition
A1 - A2	A	10	Excellent: outstanding performance with only minor errors.
A3 - B1	B	25	Very Good: above the average Standard but with some errors.
B2 - B3	C	30	Good: generally sound work with a number of notable errors.
C1 - C2	D	25	Satisfactory: fair but with significant shortcomings
C3 - D	E	10	Sufficient: performance meets the minimum criteria.
F3	FX		Fail: some more work required before the credit can be awarded.
F3	F		Fail: considerable further work is required.

LT VILNIUS01: <http://www.vu.lt/en/studies/academic-information>

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 ANKARA03	Tuba Yıldırım tubayil@hacettepe.edu.tr (+90) 312 297 7167	http://www.abofisi.hacettepe.edu.tr/eng/index.html
LT VILNIUS01	Office of International Programmes and Relations Tel.: +370 5 2687150 E-mail: trs@cr.vu.lt	http://www.vu.lt/en/studies/practical-information/56-studies/studies/2503

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 ANKARA03	Tuba Yıldırım tubayil@hacettepe.edu.tr (+90) 312 297 7167	http://www.abofisi.hacettepe.edu.tr/eng/index.html
LT VILNIUS01	Office of International Programmes and Relations Tel.: +370 5 2687150 E-mail: trs@cr.vu.lt	http://www.vu.lt/en/studies/practical-information/56-studies/studies/2505

4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

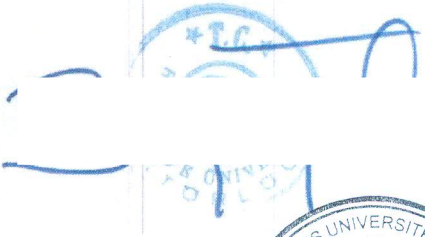
Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ANKARA03	Tuba Yıldırım tubayil@hacettepe.edu.tr (+90) 312 297 7167	http://www.abofisi.hacettepe.edu.tr/eng/index.html
LT VILNIUS01	Agata Cesnovic, Accommodation Officer E-mail: agata.cesnovic@cr.vu.lt Tel.: +370 5 268 7168	http://www.vu.lt/en/studies/practical-information/81-studies/studies/practical-information/389-accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
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⁴ Scanned signatures are accepted

TR ANKARA03	Dr. Bugay Turhan Institutional Coordinator	21/10/2014	
LT VILNIUS01	Gintautas Dzemyda Director of the Institute of Mathematics and Informatics	16/12/2014	