



EUROPEAN UNION

Erasmus+

Enriching lives, opening minds

2021-2027

**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:

- 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/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
Sakarya University of Applied Sciences	TR SAKARYA02	<u>Institutional Coordinator</u> Dr. Engin CAN Tel.: +90 264 6160602 <u>International Relations Office</u> Tel.: +90 264 6160765 erasmus@subu.edu.tr	General: https://erasmus.subu.edu.tr/en Course catalogue: https://erasmus.subu.edu.tr/en/course-catalog
Higher Educational Institution «Podillia State University»	933572912	Institutional Coordinator PhD Anastasia Polishchuk Tel.: +380987743125 International Relations Department Tel.: +380987743125 vid-mizh@pdatu.edu.ua	General: https://pdatu.edu.ua/viddil-mizhnarodnykh-zv'iazkiv.html https://pdatu.edu.ua/erasmus.html

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	Subject area	Study cycle	Number of mobility periods			
		ISCED CODE ⁷ (optional)	NAME (optional)	[short cycle, 1st, 2nd or 3rd] (optional)	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 SAKARYA02	KAMIANETS- PODILSKYI	All	All	PhD.	2	10	3	15
KAMIANETS- PODILSKYI	TR SAKARYA02	All	All	1st, 2nd	3	15	2	10

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

Optional additional information

e.g. blended mobility, etc.

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 SAKARYA02	All	English	Turkish	B1	B2
KAMIANETS- PODILSKYI	All	English	English	B1	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 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.

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
Within the agreement of Both Universities	Organisational Support (OS) will be primarily used for the International relations office's documentation, selection procedures for the mobilities, certification.
	OS will also be used for Access of Exchange students to laboratory and library facilities etc. Exchange students will not be charged with any fees related to their education needs during the mobility.
	OS will also be used for the advertisement, impact and dissemination activities
	OS will also be used for visas, language supports, and academic development of exchange staffs and students

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 SAKARYA02	Winter Term: Mid-September to mid-February	June 15
	Spring Term: Mid-February to mid-June	December 15
KAMIANETS-PODILSKYI	Winter Term: Mid-September to mid-February	June 15
	Spring Term: Mid-February to mid-June	December 15

The receiving institution will send its decision within [7] 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:

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

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
TR SAKARYA02	erasmus@subu.edu.tr +90 264 6160765	https://erasmus.subu.edu.tr/en/application-procedure
KAMIANETS-PODILSKYI	vid-mizh@pdatu.edu.ua +380987743125	https://pdatu.edu.ua/viddil-mizhnarodnykh-zviaskiv.html https://pdatu.edu.ua/erasmus.html

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	With the agreement of both universities, Students who wish to participate in Erasmus Program, have to be registered at Sakarya University of Applied Sciences and the partner university. The student must take a minimum 30 ECTS courses each semester to apply. First-year students are not eligible to participate in the program. Short cycle and bachelor students who will apply for the mobility must have 2.20 GPD, other students must have 2.50 GPD.	Sakarya University of Applied Sciences; Application procedures, Selection procedures and results will be published on https://erasmus.subu.edu.tr/tr/anasayfa Higher Educational Institution «Podillia State University»; Application procedures, Selection procedures and results will be published on https://pdatu.edu.ua/viddil-mizhnarodnykh-zviaskiv.html
CV	Any CV form is accepted.	

Language Certificate (English)	English language certificate to prove proficiency as stated in this agreement.	
Motivation letter	This letter should present the applicant's motivation to enrol the related course, preferred study track and mobility, the competencies and skills he / she would like to achieve, future perspectives and aspirations after the related course.	
Inclusion measures ¹⁰	During the selection procedures, Academic GPA, language proficiency will be considered by SUBU. Additional points will be given to the special students with differently able-bodied or physically challenged students, and disadvantaged groups.	https://erasmus.subu.edu.tr/en/Selection/Criteria/for/Outgoing/Student https://pdatu.edu.ua/viddil-mizhnarodnykh-zv'язkiv.html
Application Form	Personal information about the applicant – family name, name, date of birth, place of birth, nationality, address, sex, recent identity photo	

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.

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

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	TR SAKARYA02 and KAMIANETS- PODILSKYI	erasmus@subu.edu.tr +90 264 6160765 vid-mizh@pdatu.edu.ua +380987743125	https://erasmus.subu.edu.tr/en/do-list-visiting-staff https://pdatu.edu.ua/viddil-mizhnarodnykh-zviazkiv.html https://pdatu.edu.ua/erasmus.html
Language Support	TR SAKARYA02 KAMIANETS- PODILSKYI	erasmus@subu.edu.tr +90 264 6160765 vid-mizh@pdatu.edu.ua +380987743125	https://erasmus.subu.edu.tr/en/do-list-visiting-staff https://pdatu.edu.ua/viddil-mizhnarodnykh-zviazkiv.html https://pdatu.edu.ua/erasmus.html
Visa	TR SAKARYA02 KAMIANETS- PODILSKYI	erasmus@subu.edu.tr +90 264 6160765 vid-mizh@pdatu.edu.ua +380987743125	https://erasmus.subu.edu.tr/en/do-list-visiting-staff https://pdatu.edu.ua/viddil-mizhnarodnykh-zviazkiv.html https://pdatu.edu.ua/erasmus.html
Insurance	TR SAKARYA02 KAMIANETS- PODILSKYI	erasmus@subu.edu.tr +90 264 6160765 vid-mizh@pdatu.edu.ua +380987743125	https://erasmus.subu.edu.tr/en/do-list-visiting-staff https://pdatu.edu.ua/viddil-mizhnarodnykh-zviazkiv.html https://pdatu.edu.ua/erasmus.html
Inclusion of participants with fewer opportunities	TR SAKARYA02 KAMIANETS- PODILSKYI	erasmus@subu.edu.tr +90 264 6160765 vid-mizh@pdatu.edu.ua +380987743125	e.g. available infrastructure for: Reduced mobility or hearing/visual impairments, students/staff with children, etc.
Mentoring	TR SAKARYA02	erasmus@subu.edu.tr +90 264 6160765	

	KAMIANETS- PODILSKYI	vid-mizh@pdatu.edu.ua +380987743125	
Grant payments	TR SAKARYA02	erasmus@subu.edu.tr +90 264 6160765	
Alumni information	TR SAKARYA02 KAMIANETS- PODILSKYI	erasmus@subu.edu.tr +90 264 6160765 vid-mizh@pdatu.edu.ua +380987743125	

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.]*

- Both universities state that 1 ECT equals 30 hours.
- The student is allowed to take 30 ECTS per semester.
- According to higher education credit recognition National Center for Educational Quality Enhancement oversees credit recognition. Meanwhile, both IRO offices mediate between the Center and student.

- 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 **[3]** weeks after the assessment period has finished at the receiving HEI.
 - 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.


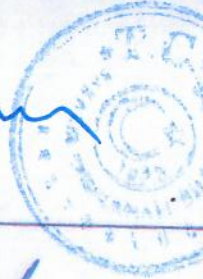


8. Grading systems of the institutions

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' guide](#)¹². 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]	Website for information
TR SAKARYA 02	https://erasmus.subu.edu.tr/en/grading-systems-institution
KAMIANETS-PODILSKYI	https://pdatu.edu.ua/images/public-info/polozacmobil.pdf

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	Signature¹³
TR SAKARYA02, Sakarya	Prof. Dr. Mehmet SARIBIYIK Rector	16.02.2023	 
Higher Educational Institution «Podillia State University», Kamianets-Podilskyi	Prof. Sc.D. Volodymyr IVANYSHYN Rector	10.02.2023	 

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