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 details (email, phone)	Website (eg. of the course catalogue)
Gazi University Faculty of Engineering Department of *Mechanical Engineering*	TR ANKARA 02	Departmental Coordinator Dr. Tunç APATAY Tel:+903125823450 tapatay@gazi.edu.tr	Course catalogue website: http://gbp.gazi.edu.tr//?dr=0&lang=1&ac=4 Mechanical Engineering website: http://mf-mm.gazi.edu.tr/
University of Algarve Institute of Engineering Department of *Mechanical Engineering*	P FARO02	**Sofia Nunes**, E.U. Programmes Coordinator mobilidade@ualg.pt +351 289 800 003	Course catalogue website: http://www.ualg.pt/home/en/curso/1441 Mechanical Engineering website: https://www.ualg.pt/home/en/content/institute-engineering-ise

B. Mobility numbers 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 November 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, 1st, 2nd or 3rd]* *	**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 ANKARA 02	P FARO02	0715	Mechanical Engineering	1st	**3**x6=18 months	-
P FARO02	TR ANKARA 02	0715	Mechanical Engineering	1st	**3**x6=18 months	-

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* *
P FARO02	TR ANKARA 02	0715	Mec.Eng	Min 2 days	Min 2 days
TR ANKARA 02	P FARO02	0715	Mec.Eng	Min 2 days	Min 2 days

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 instruc-tion 1**	**Language of instruc-tion 2**	**Recommended language of instruction level[1]**	
				Student Mobility for Studies *[Minimum recommended level: B1]*	Staff Mobility for Teaching *[Minimum recommended level: B2]*
TR ANKARA 02		English	Turkish	B1	B2
P FARO02		Portuguese	English	B1 English	B2 English

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

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 Ankara 02	15th of June	15th of November
P FARO02	May 31st	October 31st

Gazi University will send its decision within 4 weeks.

Univerity of Algarve will send its decision within 6/8 weeks

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. 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."]

F. Information

1. Grading systems of the institutions

Gazi University, Faculty of Engineering, Department of Mechanical Engineering

The local grades of Gazi University are transferred to ECTS grades as:

ECTS GRADES	GU LOCAL GRADES
A	AA
B	BA
C	BB
D	CB
E	CC
FX	DD
F	FF

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 ANKARA 02	intoffice@gazi.edu.tr 0090 312 202 2082	
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/coming-0

3. Insurance

All incoming students must have an individual health insurance covering the dates they will stay in Turkey. 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 ANKARA 02	intoffice@gazi.edu.tr 0090 312 202 2082	http://erasmus.gazi.edu.tr/?language=en_US
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/insurance-0

4. Housing

The receiving institution will guide incoming mobile participant 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 ANKARA 02	intoffice@gazi.edu.tr 0090 312 202 2082	http://erasmus.gazi.edu.tr/?language=en_US
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/accommodation-0

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[2]
TR ANKARA 02	Prof.Dr. Mehmet TÜRKER Vice Rector		
P FARO02	Teresa Cerveira Borges, Pro-rector and Institutional Coordinator	12/12/13	

[2] Scanned signatures are accepted