

Erasmus+ Programme
Key Action 1
- Mobility for learners and staff -
Higher Education Student and Staff Mobility
Inter-institutional¹ agreement 2019-20[21]²
between programme countries
[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
ESKİŞEHİR TECHNICAL UNIVERSITY	TR ESKISEH03	Erasmus Institutional Coordinator, Assoc. Prof. Dr. Özgür Yıldırım Anadolu University, Office for International Affairs – 26470 Yunusemre Kampusu, Eskişehir Türkiye Phone: 0090 222 335 05 80 Ext: 4463/4467 Fax: 0090 222 330 74 37 uib@eskisehir.edu.tr	https://eskisehir.edu.tr https://eskisehir.edu.tr/en
Sveučilište u Zagrebu University of Zagreb Građevinski fakultet Faculty of Civil Engineering	HR ZAGREB01	Institutional coordinator: Ida Ogulinac (Ms) E-mail: erasmus.coordinator@unizg.hr , Tel: +385 1 4698 128 Faculty coordinator: Assistant Professor Gordon Gilja E-mail: ggilja@grad.hr Tel: +385 1 4639 311	http://international.unizg.hr/international_students/exchange_students
[...]			

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers⁵ 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 ESKISEH03	HR ZAGREB01	0732	Civil Engineering (English)	1 st 2 nd 3 rd	2 students X 5 months	
HR ZAGREB01	TR ESKISEH03	0732	Civil Engineering (English)	1 st 2 nd 3 rd	2 students X 5 months	

[*Optional: 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 or average duration can be indicated if relevant.]

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 ESKISEH03	HR ZAGREB01	0732	Civil Engineering (English)	2 persons X 5 days	2 persons X 5 days
HR ZAGREB01	TR ESKISEH03	0732	Civil Engineering (English)	2 persons X 5 days	2 persons X 5 days

⁵ 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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ESKISEH03		Turkish	English	English or Turkish B1	English or Turkish B2
HR ZAGREB01		Croatian	English (lectures are held in Croatian, consultations in English are provided for foreign students)	B2	B2

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

HR ZAGREB01: For information regarding ERASMUS subjects (consultations in English), please refer to: https://www.grad.unizg.hr/en/international/international_students/erasmus

D. Additional requirements

TR ESKISEH03: In case of additional requirements with regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office - uib@anadolu.edu.tr

HR ZAGREB01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: incoming@unizg.hr

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 ESKISEH03	End of August (Application)	End of January (Application)
HR ZAGREB01	10 MAY	10 NOVEMBE

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within [x] weeks.

TR ESKISEH03 will send its decision within **2 weeks** after submitting all required documents

⁶ 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>

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

TR ESKISEH03: Transcripts of Records (TOR, documenting credits earned at the Eskişehir Technical University) will be issued by Eskişehir Technical University Central Student Affairs. After the end of semester (not before) International Office required all TOR's from Central Affairs and it will be sent your home university by International Office with your Confirmation Letter.

HR ZAGREB01:

The receiving institution will send its decision within 8 weeks.

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

[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 2018 will only take effect as of 1 September 2020+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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁷. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

TR ESKISEH03	https://eskisehir.edu.tr/en/students-affairs/information-for-students/ects https://eskisehir.edu.tr/en/students-affairs/information-for-students/recognition-of-prior-learning
HR ZAGREB01	http://international.unizg.hr/international_students/exchange_students/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 ESKISEH03	Responsible for Incoming Students Lili Feng Bantiyar / lilifeng@anadolu.edu.tr Tel/Fax 00902223307437	http://uib.anadolu.edu.tr/en
HR ZAGREB01	incoming@unizg.hr +385 1 4698 105	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound

⁷ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

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 ESKISEH03	Responsible for Incoming Students Lili Feng Bahtiyar / lilifeng@anadolu.edu.tr Tel/Fax 00902223307437	http://uib.anadolu.edu.tr/en
HR ZAGREB01	incoming@unizg.hr +385 1 4698 105	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb

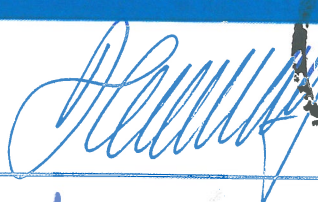

4. Housing

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 ESKISEH03	Responsible for Incoming Students Lili Feng Bahtiyar / lilifeng@anadolu.edu.tr Tel/Fax 00902223307437	http://uib.anadolu.edu.tr/en
HR ZAGREB01	incoming@unizg.hr	http://international.unizg.hr/international_students/exchange_students/student_services/housing

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
TR ESKISEH03	Prof. Dr. Tuncay DÖĞEROĞLU, Rector	22.10.2018	
HR ZAGREB01	Professor Stjepan Lakušić, Dean*		



* Scanned signatures are accepted

* According to the Article 21 of the Statute, University of Zagreb, in the 15th session of the 344th academic year (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to one faculty or academy can be signed by the Dean of the relevant academy/faculty.