



## Erasmus+ Programme

### Key Action 1

– Mobility for learners and staff –  
Higher Education Student and Staff Mobility

### Inter-institutional<sup>1</sup> agreement 2022-2027<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
Adam Mickiewicz University, Poznań	PL POZNAN01	Ph.D. Tomasz Branka - ERASMUS Institutional Coordinator e-mail: <a href="mailto:tomasz.branka@amu.edu.pl">tomasz.branka@amu.edu.pl</a> tel: +48 519 340 495	The main side of the Erasmus Office: <a href="https://erasmus.amu.edu.pl">https://erasmus.amu.edu.pl</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

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

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

Faculty of Biology		<p>Ms. Sylwia Ogórkiewicz ERASMUS Program Administrator <a href="mailto:erasmus@amu.edu.pl">erasmus@amu.edu.pl</a> tel: +48 61 8294368 tel: +48 61 8294406</p> <p>Ph.D. Jakub Szymkowiak Faculty Coordinator <a href="mailto:jszym@amu.edu.pl">jszym@amu.edu.pl</a> tel: +48 61 829 5745</p> <p>Ms. Ewa Jaździńska Faculty Administrative Coordinator <a href="mailto:ejazdinska@amu.edu.pl">ejazdinska@amu.edu.pl</a> tel: +48 61 8295848</p>	<p>The calendar: <a href="https://erasmus.amu.edu.pl/for-incoming-students/for-erasmus-students/calendar-2015-2016">https://erasmus.amu.edu.pl/for-incoming-students/for-erasmus-students/calendar-2015-2016</a></p> <p>Catalogue of courses conducted in English: <a href="https://amupie.e-msi.pl/">https://amupie.e-msi.pl/</a></p> <p>The English website of the Faculty of Biology: <a href="http://www.biolog.amu.edu.pl/page.php?id=wydzial-struktura">http://www.biolog.amu.edu.pl/page.php?id=wydzial-struktura</a></p>
Erzurum Technical University	<p>TR ERZURUM02</p>	<p>Doç. Dr. Eyüphan MANAY (Institutional Coordinator) E-mail: <a href="mailto:emanay@erzurum.edu.tr">emanay@erzurum.edu.tr</a> tel: +90 444 5 388 2099</p> <p>Res. Asst. Büşra ALBAYRAK (Departmental Coordinator) E-mail: <a href="mailto:busra.albayrak@erzurum.edu.tr">busra.albayrak@erzurum.edu.tr</a> tel: +90 444 5 388 2628</p>	<p>The main side of the Erasmus Office: <a href="https://erzurum.edu.tr/fakulte-dis-tiskiler-ofis-ico1?languageAbbreviation=tr">https://erzurum.edu.tr/fakulte-dis-tiskiler-ofis-ico1?languageAbbreviation=tr</a></p> <p>Catalogue of courses conducted in English: <a href="https://servis.erzurum.edu.tr/bologna/anacvfa/detay_en/7">https://servis.erzurum.edu.tr/bologna/anacvfa/detay_en/7</a></p> <p>The English website of the Department of Molecular Biology and Genetics: <a href="https://erzurum.edu.tr/boly">https://erzurum.edu.tr/boly</a></p>

			inter/molekuler-biyoloji-ve- genetik bolumu? Language Abbreviation note
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## B. Mobility numbers<sup>5</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships * [total number of months of the study periods or average duration*]
PL POZNAN01	TR ERZURUM02	051	Biological and related Sciences	1 <sup>st</sup> , 2 <sup>nd</sup>	2*5 months = 10 months	2*5 months = 10 months
TR ERZURUM02	PL POZNAN01	051	Biological and related Sciences	1 <sup>st</sup> , 2 <sup>nd</sup>	2*5 months = 10 months	2*5 months = 10 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	Staff Mobility for Training * [total number of days of teaching periods or average duration *]

<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional):

<http://wwwuis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

PL POZNAN01	TR ERZURUM02	051	Biological and related Sciences	2*5 days = 10 days	2*5 days = 10 days
TR ERZURUM02	PL POZNAN01	051	Biological and related Sciences	2*5 days = 10 days	2*5 days = 10 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 instruction 1	Language of instruction 2	Recommended language of instruction level <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL POZNAN01	TR ERZURUM02	Turkish	English	B1	B2
PL POZNAN01	TR ERZURUM02	Polish	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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

### E. Calendar

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

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<sup>6</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>

<b>Receiving institution [Erasmus code]</b>	<b>Autumn term* [month]</b>	<b>Spring term* [month]</b>
PL POZNAN01	April-July	November-December
TR ERZURUM02	April-July	November-December

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

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 4 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

*[It is recommended that receiving Institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>7</sup>. 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.]*

<b>ECTS Grade</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
Respective Grade at PL POZNAN01	5	4.5	4	3.5	3	2
Respective Grade at TR ERZURUM02	5	4.5	4	3.5	3	2

<sup>7</sup>[http://ec.europa.eu/education/tools/docs/ects-guide\\_en.pdf](http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf)

## 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
PL POZNAN01	erasmus@amu.edu.pl + 48 61 829 43 68	<a href="https://erasmus.amu.edu.pl/">https://erasmus.amu.edu.pl/</a>
TR ERZURUM02	erasmus@erzurum.edu.tr +90 442 281 25 27	<a href="https://erzurum.edu.tr/fakulte/dis-iliskiler-ofisi?languageAbbreviation=tr">https://erzurum.edu.tr/fakulte/dis-iliskiler-ofisi?languageAbbreviation=tr</a>

## 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
PL POZNAN01	erasmus@amu.edu.pl + 48 61 829 43 68	<a href="https://erasmus.amu.edu.pl/">https://erasmus.amu.edu.pl/</a> <a href="https://www.nfz.gov.pl/dla-pacjenta/nasze-zdrowie/wyj/wyj/information-about-treatment-of-persons-from-euefa-in-poland/">https://www.nfz.gov.pl/dla-pacjenta/nasze-zdrowie/wyj/wyj/information-about-treatment-of-persons-from-euefa-in-poland/</a>
TR ERZURUM02	erasmus@erzurum.edu.tr +90 442 281 25 27	<a href="https://erzurum.edu.tr/fakulte/dis-iliskiler-ofisi?languageAbbreviation=tr">https://erzurum.edu.tr/fakulte/dis-iliskiler-ofisi?languageAbbreviation=tr</a> <a href="http://www.sozk.gov.tr/wps/portal/szk/en/home-page/mainpage">http://www.sozk.gov.tr/wps/portal/szk/en/home-page/mainpage</a>

## 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
PL POZNAN01	erasmus@amu.edu.pl +48 61 829 43 68	<a href="https://erasmus.amu.edu.pl/">https://erasmus.amu.edu.pl/</a>
TR ERZURUM02	Mr. Eren ÖZBEK erasmus@erzurum.edu.tr +90 442 281 25 27	<a href="https://erzurum.edu.tr/fakulte/dis-dislikeler-ofisi-icn17?languageAbbreviation=tr">https://erzurum.edu.tr/fakulte/dis-dislikeler-ofisi-icn17?languageAbbreviation=tr</a>

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature*
PL POZNAN01	Dr Jakub Szymkowiak Faculty Coordinator of Erasmus Plus Program	25/11/2021	
TR ERZURUM02	Assoc. Prof. Dr. Eyüphan MANAY Institutional Coordinator	26.11.2021	
	Res. Asst. Büşra ALBAYRAK Department Coordinator of Molecular Biology and Genetics	26.11.2021	

\* Scanned signatures are accepted