



Erasmus+ Programme

Key Action 1 - Mobility for learners and staff - Higher Education Student and Staff Mobility

Inter-institutional agreement 2019-2021 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 ¹ (email, phone) | Website (eg. of the course catalogue) |
|---|--------------|---|--|
| Univerzita Palackého v Olomouci Department of Romance Studies, Faculty of Arts | CZ OLOMOUC01 | [REDACTED] Erasmus Institutional Coordinator [REDACTED] Křížkovského 8 771 47 Olomouc [REDACTED] CZ | Institution website www.upol.cz Website for Erasmus students http://www.upol.cz/en/skupiny/students/exchange-students/erasmus/ |
| T.C. Ankara Hacı Bayram Veli Üniversitesi | TR ANKARA24 | Devlet Mahallesi 85.Cadde No:8 06570 Çankaya/ANKARA Turkey [REDACTED] | http://ahbv.edu.tr/ |

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

| | | | |
|---|--|---|--|
| Department of French Language and Literature, Faculty of Arts | | <div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div> Erasmus Institutional Coordinator <div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div> hbv.edu.tr <div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div> | |
|---|--|---|--|

B. Mobility numbers² 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 January in the preceding academic year.

Student Mobility for Studies

| FROM | TO | Subject area code | Subject area name | Study cycle | Number of student mobility periods |
|--------------|--------------|-------------------|-------------------|-------------|------------------------------------|
| | | | | | Student Mobility For Studies |
| CZ OLOMOUC01 | TR ANKARA24 | 023 | Languages | 1 st, 2nd | 5x8= 40 |
| TR ANKARA24 | CZ OLOMOUC01 | 023 | Languages | 1 st, 2nd | 5x4= 20 |

Staff Mobility

| FROM | TO | Subject area code | Subject area name | Number of staff mobility periods |
|--------------|--------------|-------------------|-------------------|----------------------------------|
| | | | | Staff Mobility for Teaching |
| CZ OLOMOUC01 | TR ANKARA24 | 023 | Languages | 1/5 |
| TR ANKARA24 | CZ OLOMOUC01 | 023 | Languages | 1/5 |

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 | Optional: Subject | Language of instruc- | Language of instruc- | Recommended language of instruction level ³ |
|-----------------------|-------------------|----------------------|----------------------|--|
| | | | | |

* Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.

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>)

| | area | tion 1 | tion 2 | Student Mobility for Studies | Staff Mobility for Teaching |
|--------------|------|--------|--------|------------------------------|-----------------------------|
| CZ OLOMOUC01 | 023 | French | French | B2 | C1 |
| TR ANKARA24 | 023 | French | French | B1 | B2 |

Language requirements obligatory, selection of students is left to the partner. For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

Students must be nominated through Palacký University on-line nomination and application system. The institutional coordinator and the person responsible for student mobilities will receive information about the nomination procedure and access to the system at least three months before the deadline. • As soon as the nomination is successfully submitted, nominated students will receive unique access to on-line application. • For information update/possible changes please follow our web at <http://www.upol.cz/en/students/exchangestudents/erasmus/>

• In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the incoming mobility coordinator:

- Incoming students are allowed to take courses in other study fields but they are requested to take the majority of courses in the study area mentioned in this agreement.
- Students are offered a Czech language course throughout the semester.
- Academic staff interested in a teaching visit at UP should contact the relevant department.
- Non-academic staff members interested in spending a training week at UP should contact the Institutional coordinator [REDACTED]. A proposal of the Mobility Agreement is also required.
- For information about provisions for students and staff with disabilities see: <http://www.upol.cz/en/skupiny/students/guide/students-with-special-needs/>

E. Calendar

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

| Receiving institution | Autumn term | Spring term |
|-----------------------|---|---|
| CZ OLOMOUC01 | June 15 (nomination) May 31 (application visa students) June 30 (application non-visa students) | October 31 (nomination, application visa students) November 15 (application non-visa students) |
| TR ANKARA24 | 30 th of June | 30 th of November |

2. The receiving institution will send its decision within five weeks.

3. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.

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>

4. In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. This means that 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

CZ OLOMOUC01

Grading system

Credit (R) awarded after fulfilling academic requirements at the end of each term

Colloquium (R) exam, graded only "passed" or "failed"

Grades A – excellent
 B – very good
 C – good
 D – satisfactory
 E – sufficient
 F – failed

The value of local credits corresponds to ECTS credits

More info: <http://www.studuj.upol.cz/en/why-palacky-university/>

TR ANKARA24

The local grades Of Ankara Hacı Bayram Veli University are transferred to ECTS grades as:

| ECTS GRADES | AHBV 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 | Contact details (email, phone) | Website for information |
|--------------------|---|--------------------------------|
| | | |

| | | |
|-----------------|------------|---|
| CZ OLOMOUC01 | [REDACTED] | http://www.upol.cz/en/skupiny/students/guide/vi-sa-travel/ |
| TR ANKARA24 | [REDACTED] | https://erasmus.hacibayram.edu.tr/ |

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 | Contact details (email, phone) | Website for information |
|--------------------|---|---|
| CZ OLOMOUC01 | [REDACTED] | http://www.upol.cz/en/skupiny/students/guide/visa-travel/ |
| TR ANKARA24 | [REDACTED] | https://erasmus.hacibayram.edu.tr/ |

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 | Contact details (email, phone) | Website for information |
|--------------------|---|---|
| CZ OLOMOUC01 | [REDACTED] | https://www.upol.cz/en/students/exchange-students/erasmus |
| TR ANKARA24 | [REDACTED] | https://erasmus.hacibayram.edu.tr/ |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution | Name, function | Date | Signature |
|--------------------|---|-------------|------------------|
| CZ OLOMOUC01 | Prof. PhDr. Zdeněk Pechal, CSc. Dean, Faculty of Arts | 06.08.2019 | [REDACTED] |
| TR ANKARA24 | [REDACTED] Erasmus Institutional Coordinator | 27.06.2019 | [REDACTED] |