



Erasmus+ Programme

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

Inter-institutional agreement 2017/18-2020/21 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)
Necmettin Erbakan University	TR KONYA04	Erasmus Office Meryem ALKIS Officer in Student Affairs Selver Mahallesi Eski Meram Caddesi No: 211 Simulasyon Ve Modelleme Arastirma Ve Uygulama Birimi Binasi +90332 3241231 email: erasmus@konya.edu.tr	https://konya.edu.tr/erasmus Course Catalogue: https://konya.edu.tr/endustrimuhendisligi/duyuru/4720/4-yillik-lisans-programi
UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	Institutional Coordinator : Prof. João Amaro de Matos Email: erasmus@unl.pt Tel.: +351 21 384 52 07/8 Subject Area Contact: Prof. Isabel Maria Nascimento Lopes Nunes Email: imn@fct.unl.pt Tel.: + 351 21 294 83 00 Administrative contact: SAM Email: div.a.ae.mobilidade@fct.unl.pt Tel: + 351 21 294 78 20/7	www.unl.pt http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms

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 September 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
TR KONYA04	P LISBOA03	071	Engineering and Engineering Trades	1 st , 2 nd	2 students * 10 months (each)
P LISBOA03	TR KONYA04	071	Engineering and Engineering Trades	1 st , 2 nd	2 students * 10 months (each)

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
TR KONYA04	P LISBOA03	071	Engineering and Engineering Trades	2 (2-5 days each * 8h)	1 (2-5 days)
P LISBOA03	TR KONYA04	071	Engineering and Engineering Trades	2 (2-5 days each * 8h)	1 (2-5 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 level¹	
				Student Mobility for Studies	Staff Mobility for Teaching
P LISBOA03		Portuguese	Portuguese and/or	B1	B2

¹ 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>

		(for 1 st cycles)	English (for 2 nd and 3 rd cycles)		
TR KONYA04		English	Turkish	B1 (English)	B2 (English)

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

P LISBOA03 NOVA University Lisbon: no additional requirements

TR KONYA04 Necmettin Erbakan University: no additional requirements are followed.

E. Calendar

1. Student applications must reach us by:

Receiving institution	Autumn term	Spring term
P LISBOA03	May 31 st	October 31 st
TR KONYA04	30 th June	30 th November

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

- The receiving institution** will send its decision within **four weeks**.
- 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.
- Termination of the agreement
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

1. **P LISBOA03-** Information available at:

http://www.fct.unl.pt/sites/default/files/erasmus_incoming/EU_Scale_FCT.pdf

2. **Necmettin Erbakan University** uses the following grading system:

Points	Score	Coefficient
90-100	AA	4.00
85-89	BA	3.50
75-84	BB	3.00
70-74	CB	2.50
60-69	CC	2.00
55-59	DC	1.50
50-54	DD	1.00
40-49	FD	0.50
0-39	FF	0.00
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3. 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
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors
TR KONYA04	erasmus@konya.edu.tr +90332 3241231	http://konya.edu.tr/erasmus

4. 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.

At **P LISBOA03**

All students enrolled in P LISBOA03 are covered by an accident and third party liability insurance.

It is mandatory that Mobility Students and Staff bring:

- European Health Insurance Card for medical assistance (just for people from the European Union's 27 Member States plus Iceland, Liechtenstein, Norway and Switzerland) to access health care services during temporary visits abroad;
- Insurance Health for visitors outside European Union.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	---
TR KONYA04	erasmus@konya.edu.tr +90332 3241231	http://konya.edu.tr/erasmus

5. 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
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P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms
TR KONYA04	erasmus@konya.edu.tr +90332 3241231	http://konya.edu.tr/erasmus

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
P LISBOA03	Prof. João Amaro de Matos Institutional Coordinator	20.12.2017	 
TR KONYA04	Prof. Dr. Murat CEMREK Erasmus Coordinator	27.11.2017	 

² Scanned signatures are accepted