



# 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 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	Erasmus code	Contact details	Website
<b>Matej Bel University in Banská Bystrica</b>	<b>SK BANSKA01</b>	Prof. Ing. Igor Kosír, CSc. Vice-Rector for International Cooperation, Institutional Erasmus Coordinator  Matej Bel University in Banská Bystrica, Národná 12, 97401 Banská Bystrica, Slovakia	
<b>Faculty of Arts</b>		<b>Postal Address:</b> Faculty of Arts MBU International Relations Office Tajovského 40 974 01 Banská Bystrica Slovak Republic Tel: +421 48 446 7414   Fax: +421 48 4136153 <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a>	<b>General information:</b> In Slovak: <a href="http://www.ff.umb.sk/">http://www.ff.umb.sk/</a> (Faculty web sites), In English: <a href="http://www.ff.umb.sk/en/">http://www.ff.umb.sk/en/</a> <b>The course catalogue:</b> <a href="http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html">http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html</a>
<b>Fatih University</b>	<b>TR ISTANBU13</b>	<b>Mustafa Yücel</b> Department of International Affairs <a href="mailto:erasmus@fatih.edu.tr">erasmus@fatih.edu.tr</a> +90 212 866 33 00 Ext: 1074  <b>International Relations</b> Assist. Prof. Dr. Özgüç ORHAN Tel: +90 (212) 866 3300 Ext: 5098 E-mail: <a href="mailto:oorhan@fatih.edu.tr">oorhan@fatih.edu.tr</a>  <b>Languages</b> İdris ÇAKMAK E-mail: <a href="mailto:icakmak@fatih.edu.tr">icakmak@fatih.edu.tr</a> Phone: +90 (212) 866 3300 Ext: 2207  <b>History</b> Assoc. Prof. Erdoğan KESKİNKILIÇ E-mail: <a href="mailto:ekeskinkilic@fatih.edu.tr">ekeskinkilic@fatih.edu.tr</a> Phone: +90 (212) 866 3300 Ext: 2292	<b>Main web:</b> <a href="http://www.fatih.edu.tr/?&amp;language=EN">http://www.fatih.edu.tr/?&amp;language=EN</a>  <b>Course Catalogue:</b> <a href="http://erasmus.fatih.edu.tr">http://erasmus.fatih.edu.tr</a>

### 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 January in the preceding academic year.

### Student Mobility (SMS)

From	To	Subject area code <sup>1</sup>	Subject area name	Study cycle	Student mobility for studies		Student Mobility for Traineeships	
					Students	Months	Students	Months
SK	TR	023	Languages	1st,2nd	2	5x6	0	
TR	SK	023	Languages	1st,2nd	2	5x6	0	

1. International Standard Classification of Education (ISCED, UNESCO).

### Staff Mobility (STA and STT)

From	To	Subject area code	Subject area name	Staff Mobility for Teaching		Staff Mobility for Training	
				Teachers	Days	Staffs	Days
SK	TR	023	Languages	3	3x7	0	
TR	SK	023	Languages	3	3x7	0	
SK	TR	0222	History and archaeology	1	1x7	0	
TR	SK	0222	History and archaeology	1	1x7	0	

### 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 area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
SK BANSKA01	Subjects in foreign languages	SK	EN, D, HU, RU, PL, FR, ES, IT, F	SK: B2; EN: B2; D: B2; HU: B2; RU: B1; PL: A2; ES: B1; IT: B1; F: B1	All languages C1
TR ISTANBU13		English	Turkish	B2 (if you agree on B1 please convert this)	B2

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

TR ISTANBU13: <http://erasmus.fatih.edu.tr>

### D. Additional requirements

**SK BANSKA 01: The candidates with disabilities can only be accepted after the consultation with Faculty of Arts, Matej Bel University in Banská Bystrica.**

**Students:** The sending institution on the nomination letter (name, e-mail, area of study, period of study) must notify the International Relations Office (ingrid.balazova@umb.sk) about their interest in studying at the Faculty of Arts at Matej Bel University two months prior to the deadline. Students must arrive at least 7 days before the academic year starts.

Foreign students coming to Banská Bystrica are automatically enrolled in the buddy system (ESN UMB).

Students in Bachelor and Master study programmes must attend courses minimum: 20 credits per one semester; PhD. students minimum: 10 credits per one semester.

**Subject areas only in Slovak language:** 225 History, 226 Philosophy and Ethics, 223 Mother tongue (Slovak language and literature), 813 Sports. Minimum recommended level B2.

**Staff:** Teachers must notify the departmental coordinator about their interest in teaching at the Faculty of Arts at Matej Bel University two months prior to their arrival. The teaching plan and invitation letter will be signed by the Erasmus Administrator (ingrid.balazova@umb.sk).



### E. Calendar

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

Receiving institution	Autumn term [month]	Spring term [month]
SK BANSKA01	Nomin: 15 May, Appl:15 July	Nomin: 30 Sept, Appl: 15 November
TR ISTANBU13	Nomination: <b>May 01</b> Online application: <b>May 15</b>	Nomination: <b>Nov. 01</b> Online application: <b>Nov. 15</b>

2. The receiving institution will send its decision within 3 weeks.

3. A Transcript of Records will be issued by the receiving institution no later than 2 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

This Collaboration Agreement may be terminated on the following grounds:

- End of the stipulated period of validity.
- Mutual agreement between the parties.
- Written notice of termination with 6 months in advance, provided the termination shall not become effective until the end of the stay of the students enrolled in both institutions on the date of notification.

### F. Information

#### 1. Grading systems of the institutions:

**TR ISTANBU13:** [http://intoffice.fatih.edu.tr/?academic\\_regu](http://intoffice.fatih.edu.tr/?academic_regu)

**SK BANSKA01:** Grades: **A** – EXCELLENT - outstanding performance with only minor errors, **B** – VERY GOOD - above the average standard but with some error, **C** – GOOD - generally sound work with a number of notable error, **D** – SATISFACTORY - fair but with significant shortcomings, **E** – SUFFICIENT - performance meets the minimum criteria, **FX** – FAIL - some more work required before the credit can be awarded. The value of local credits corresponds to ECTS credits

#### 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	Website for information
SK BANSKA01	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153 <a href="http://www.foreign.gov.sk/en/contact_us/mfa_contact">http://www.foreign.gov.sk/en/contact_us/mfa_contact</a>	<a href="http://www.ff.umb.sk/en/erasmus-students/">http://www.ff.umb.sk/en/erasmus-students/</a> <a href="http://www.foreign.gov.sk/en/consular_info/visa">http://www.foreign.gov.sk/en/consular_info/visa</a>
TR ISTANBU13	+90 212 866 3300 Ext. 1079 <a href="mailto:erasmus.incoming@fatih.edu.tr">erasmus.incoming@fatih.edu.tr</a>	<a href="http://yabancilar.iem.gov.tr/ikamet.html">http://yabancilar.iem.gov.tr/ikamet.html</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	Contact details	Website for information
SK BANSKA01	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153	<a href="http://www.ff.umb.sk/en/erasmus-students/">http://www.ff.umb.sk/en/erasmus-students/</a>
TR ISTANBU13	+90 212 866 3300 Ext. 1079 <a href="mailto:erasmus.incoming@fatih.edu.tr">erasmus.incoming@fatih.edu.tr</a>	<a href="http://erasmus.fatih.edu.tr/?gen_info,3696">http://erasmus.fatih.edu.tr/?gen_info,3696</a>

**SK BANSKA01:** The foreigner must submit a document confirming health insurance during the stay in the Slovak Republic. Students can arrange it in their own country.

#### 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	Website for information
SK BANSKA01	PhDr. Ingrid Balážová, Erasmus Administrator, Tajovského 40, 974 01 Banská Bystrica, Slovakia, <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153	<a href="http://www.ff.umb.sk/en/erasmus-students/">http://www.ff.umb.sk/en/erasmus-students/</a>
TR ISTANBU13	+90 212 866 3300 Ext. 1079 <a href="mailto:erasmus.incoming@fatih.edu.tr">erasmus.incoming@fatih.edu.tr</a>	<a href="http://yurtlar.fatih.edu.tr/?&amp;language=EN">http://yurtlar.fatih.edu.tr/?&amp;language=EN</a>

**SK BANSKA01:** Foreign students can stay at University residence halls Študentský domov 3, Tajovského 51, Banská Bystrica. The residence hall provide rooms with three bedrooms. Each floor has a shared kitchen with two electric cookers and a fridge. Students can use university wi-fi.

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

Institution	Name and function	Date	Signature
SK BANSKA01	<b>Prof. Ing. Igor Kosír, CSc.</b>  Vice-Rector for International Cooperation, Institutional Erasmus Coordinator	14 MAR. 2014	UNIVERZITA MATEJA BELA v Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica -15- V. 2.
<b>Fatih Üniversitesi</b> TR ISTANBU13	<b>Ferhat Arslan</b> Head Department of International Affairs	18.3.2014	 