

Latvijas Jūras akadēmija
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ind. 04.16/ 201



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/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)
Yıldız Technical University	TR ISTANBU07	Institutional: Assoc.Prof.Dr. Bayram Ali Ersoy (Institutional Erasmus Coordinator) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/ 
		Departmental: Assoc. Prof. Dr. Fuat ALARCIN (Departmental Erasmus Coordinator) Tel: +90 212 383 29 36 E-Mail: alarcin@yildiz.edu.tr	
LATVIAN MARITIME ACADEMY	LV RIGA12	Institutional: Ms. Vija Kasakovska Head, Foreign Relations Dpt.	http://www.latja.lv/erasmus/incoming-mobility Course catalogue:

		Phone: +371 671 611 30 Mob: +371 286 141 51 E-mail: vija.kasakovska@latja.lv	http://www.latja.lv/faili/files/Erasmus/cours_in_English_Erasmus.pdf
		Departmental: Mr Andrejs Zvaigzne, Vice-Rector and Director of the study programme on Marine Transportation – Navigation Mr Arnis Bankovičs, Director of Maritime Transport Dpt. & the study programme on Port & Shipping Management Mr Juris Cimanskis, Director of Marine Engineering Dpt. Mr Gundis Lauža, Director of the study programme on Electrical Automation Mr Valdis Priednieks, Director of the study programme "Maritime Transport" (2 nd cycle)	

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.

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 ISTANBU07	LV RIGA12	071/ 0716/ 104	Maritime Studies & Marine Engineering	1 st cycle 2 nd cycle	2 x 10m x 7yrs 1x 5m x 7yrs	Only by individual agreement
LV RIGA12	TR ISTANBU07	071/ 0716/ 104	Maritime Studies & Marine Engineering	1 st cycle 2 nd cycle	2 x 10m x 7yrs 1x 5m x 7yrs	Only by individual agreement

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 ISTANBU07	LV RIGA12	071/ 0716/ 104	Maritime Studies & Marine Engineering	2 x 8hrs x 7yrs	2 x 5 days x 7 yrs
LV RIGA12	TR ISTANBU07	071/ 0716/ 104	Maritime Studies & Marine Engineering	2 x 8hrs x 7yrs	2 x 5 days x 7 yrs

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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07	071/ 0716/ 104	English		B1	B2
LV RIGA12	071/ 0716/ 104	English		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 more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

TR ISTANBU07:

[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]

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 ISTANBU07	Online Application Period 15 th May-15 th July	Online Application Period 15 th October-15 th December
LV RIGA12	1 st June	15 th November

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

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

TR ISTANBU07: <http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading>

LV RIGA12: <http://www.aic.lv/portal/en/izglitiba-latvija/izglitibas-sistema>

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 ISTANBU07	incoming@yildiz.edu.tr	http://www.konsolosluk.gov.tr/tr/en/start.aspx
LV RIGA12	Foreign Relations Department Phone: +371 671 611 30 E-mail: vija.kasakovska@latja.lv	http://www.latja.lv/erasmus/incoming_mobility

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
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en? CSRT=15758577449206964749
LV RIGA12	Foreign Relations Department Phone: +371 671 611 30 E-mail: vija.kasakovska@latja.lv	http://www.latja.lv/erasmus/incoming_mobility

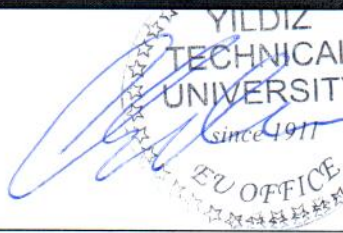
4. Housing

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 ISTANBU07	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation
LV RIGA12	Foreign Relations Department Phone: +371 671 611 30 E-mail: vija.kasakovska@latja.lv	http://www.latja.lv/erasmus/incoming_mobility



G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	25 FEB 2014	
LV RIGA12	Prof. Jānis Bērziņš Rector, Latvian Maritime Academy		

² Scanned signatures are accepted

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation
LV RIGA12	Foreign Relations Department Phone: +371 671 611 30 E-mail: vija.kasakovska@latja.lv	http://www.latja.lv/erasmus/incoming_mobility

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TR ISTANBU07	Assoc.Prof.Dr. Bayram-Ali Ersoy <i>Institutional Erasmus Coordinator</i>		
LV RIGA12	Prof. Jānis Bērziņš Rector, Latvian Maritime Academy	03.03.2014.	

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