



EUROPEAN UNION

**Erasmus+**  
Enriching lives, opening minds

2021-2027



**Erasmus+ Programme  
Inter-institutional agreement**

**Key Action 1**

**Mobility of higher education students and staff**

**between EU Member States and third countries associated to the Programme  
and third countries not associated to the Programme**

The institutions<sup>1</sup> named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 20[21]-20[27] in:

- KA131 Higher education mobility supported by internal policy funds
- KA171 Higher education mobility supported by external policy funds

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the Erasmus Charter for Higher Education<sup>2</sup> and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR<sup>3</sup> and in line with the technical standards of the European Student Card Initiative<sup>4</sup>, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

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<sup>1</sup> Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

<sup>2</sup> [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en)

<sup>3</sup> [https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles\\_gdpr\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles_gdpr_en)

<sup>4</sup> [https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative\\_en](https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en)



## 1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city <sup>5</sup>	Contact details <sup>6</sup> (email, phone)	Websites
Karadeniz Technical University Trabzon Türkiye	TR TRABZON01	<p>Institutional Coordinator/Head of the Office Full name: Prof.Dr. Sercan EROL Address: Karadeniz Technical University, Office of Exchange Programs, Erasmus+ Program Unit, 61080, Trabzon, Türkiye Tel: +90 462 3774201 Email: ofinaf@ktu.edu.tr/sercerol@ktu.edu.tr</p> <p>Institutional Coordinator: Ms. Walaa Safi Head of International Relations Department: Mrs. Amani AlMqadma Email: <a href="mailto:wasafi@iugaza.edu.ps">wasafi@iugaza.edu.ps</a>/ <a href="mailto:aemlgadma@iugaza.edu.ps">aemlgadma@iugaza.edu.ps</a></p>	<p><a href="https://www.ktu.edu.tr/ofinafen">https://www.ktu.edu.tr/ofinafen</a></p> <p><a href="https://www.iugaza.edu.ps/en/">https://www.iugaza.edu.ps/en/</a></p>
Islamic University of Gaza			

<sup>5</sup> Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

<sup>6</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.



## 2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement.

### Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Field of education [ISCED] <sup>7</sup> (optional)	Field of education - clarification (optional)	Level of education - on [EQF] (optional)	Number of mobility periods		
					Student Mobility [Total number of months]	Student Mobility [Total number of students]	Staff Mobility [Total number of staff]
TR TRABZON01	Gaza	091 Health	0912 Medicine	3rd Cycle	4	12 months per mobility	4 1 week per mobility
Gaza	TR TRABZON01	091 Health	0912 Medicine	All Degree	4	12 months per mobility	4 1 week per mobility
TR TRABZON01	Gaza	06 Information and Communication Technologies (ICTs)	0611 Computer Engineering	3rd Cycle	4	12 months per mobility	4 1 week per mobility
Gaza	TR TRABZON01	06 Information and Communication Technologies (ICTs)	0611 Computer Engineering	All Degree	4	12 months per mobility	4 1 week per mobility
TR TRABZON01	Gaza	041 Business and Administration	041 Business and Administration	3rd Cycle	4	12 months per mobility	4 1 week per mobility

<sup>7</sup> <https://circabc.europa.eu/sd/a/286ebac6-a97c-4ada-a42b-ff2cf3a442bf/ISCED-F%20202013%20-%20Detailed%20field%20descriptions.pdf>



Gaza	TR TRABZON01	041 Business and Administration	041 Business and Administration	All Degree	4	12 months per mobility	4	1 week per mobility
TR TRABZON01	Gaza	091 Health	0915 Physiotherapy and Rehabilitation	-	-	-	4	1 week per mobility
Gaza	TR TRABZON01	091 Health	0915 Physiotherapy and Rehabilitation	-	-	-	4	1 week per mobility
TR TRABZON01	Gaza	091 Health	0913 Nursing	-	-	-	4	1 week per mobility
Gaza	TR TRABZON01	091 Health	0913 Nursing	-	-	-	4	1 week per mobility
TR TRABZON01	Gaza	071 Engineering and Engineering Trades	0715 Mechanical Engineering	-	-	-	4	1 week per mobility
Gaza	TR TRABZON01	071 Engineering and Engineering Trades	0715 Mechanical Engineering	-	-	-	4	1 week per mobility
TR TRABZON01	Gaza	071 Engineering and Engineering Trades	714 Electrical and Electronic Engineering	-	-	-	4	1 week per mobility
Gaza	TR TRABZON01	071 Engineering and Engineering Trades	714 Electrical and Electronic Engineering	-	-	-	4	1 week per mobility



TR TRABZON01	Gaza	071 Engineering and Engineering Trades	732 Civil Engineering	-	-	-	4	1 week per mobility
Gaza	TR TRABZON01	071 Engineering and Engineering Trades	732 Civil Engineering	-	-	-	4	1 week per mobility
TR TRABZON01	Gaza	054 Mathematics and Statistics	0541 Mathematics	-	-	-	4	1 week per mobility
Gaza	TR TRABZON01	054 Mathematics and Statistics	0541 Mathematics	-	-	-	4	1 week per mobility

### 3. 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<sup>8</sup> at the start of the mobility period (see also section 5 "Preparation and Support").

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<sup>8</sup> For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>



Receiving institution [Erasmus code or city]	Field of education (Optional)	Language of instruction 1	Language of instruction 2	Recommended level Student Mobility [Minimum recommended level in at least one of the languages: B1]	Recommended level Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
TR TRABZON01	English	-	B1	B1	B2
Gaza	English	-	B1	B2	

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

## Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ credit mobility period at their institution. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- For tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material. Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition	Priority Objectives
The organisational support budget will be shared among participants according to the objectives written in this table.	The OS budget will be used for the expenses of incoming staff members who are going to attend the international Erasmus+ staff weeks by Karadeniz Technical University.
	The OS budget will be used for promotional materials and events.
	The OS budget will be used for preparatory visits to partner institutions in order to see the facilities of both parties.



#### 4. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving institution [Erasmus code or city]	Term duration	Deadline <sup>9</sup>
TR TRABZON01	Autumn Term: from September to January Spring Term: from February to June	1 <sup>st</sup> June 1 <sup>st</sup> December
Gaza	Autumn Term: from September to January Spring Term: from February to June	10th June 10th December

The receiving institution will send its decision within [x] weeks and no later than 5 weeks.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

<sup>9</sup> Please specify the deadline for each term and, if necessary, adapt to a trimester system.



<b>Application procedure</b>		
<b>Receiving Institution</b> [Erasmus code or city]	<b>Contact details</b> (email)	<b>Website for information</b>
TR TRABZON01	<p>Institutional Coordinator/Head of the Office            Full name: Prof.Dr. Sercan EROL            Address: Karadeniz Technical University, Office            of Exchange Programs, Erasmus+ Program            Unit, 61080, Trabzon, Türkiye            Tel: +90 462 3774201            Email: ofinaf@ktu.edu.tr/sercerol@ktu.edu.tr</p>	<p><a href="https://www.ktu.edu.tr/ofinafen">https://www.ktu.edu.tr/ofinafen</a></p>
Gaza	<p>Institutional Coordinator: Ms. Walaa A. Safi            Head of department: Mrs. Amani AlMqadma            Email: <a href="mailto:wasafi@iugaza.edu.ps">wasafi@iugaza.edu.ps</a>;  <a href="mailto:aemgadma@iugaza.edu.ps">aemgadma@iugaza.edu.ps</a></p>	<p><a href="https://exrelation.iugaza.edu.ps">https://exrelation.iugaza.edu.ps</a></p>



Academic and additional requirements		
Requirement	Details	Website for information (optional)
Academic requirements	For all study fields, the nominated student should complete at least one semester at his/her home university	-
CV	optional	-
Motivation letter	Not required but the nominated student or the sending university should submit an official nomination letter issued by his/her home university.	-
	Both parties agree to give additional 10 points during the selection process of their outgoing students with fewer opportunities such as students with disability or special needs, natural disaster victims, students under government protection(orphans etc.) and students with poor economic background receiving social benefits from the government(bursary holders etc.)	-
Other	For all study fields, the nominated student should complete at least one semester at his/her home university	-

## 5. Preparation and support

The higher education institution(s) in an EU Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the *Erasmus+ Student Charter*<sup>10</sup>.

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<sup>10</sup> The Erasmus+ Student Charter is available here: [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en)



- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

All involved higher education institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.



- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.



Preparatory & support measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	TR TRABZON01	ofinaf@ktu.edu.t <u>ur</u> +90 462 377 4201	<a href="https://www.ktu.edu.tr/ofinafen/informationaboutaccommodation">https://www.ktu.edu.tr/ofinafen/informationaboutaccommodation</a>
	Gaza	wasafi@iugaza.edu.ps	<a href="https://exrelation.iugaza.edu.ps/">https://exrelation.iugaza.edu.ps/</a>
Language Support	TR TRABZON01	ofinaf@ktu.edu.t <u>ur</u> +90 462 377 4201	<a href="https://www.ktu.edu.tr/ofsen/informationforstudentslanguagecourses">https://www.ktu.edu.tr/ofsen/informationforstudentslanguagecourses</a>
	Gaza	wasafi@iugaza.edu.ps	<a href="https://exrelation.iugaza.edu.ps/en/">https://exrelation.iugaza.edu.ps/en/</a>
Visa	TR TRABZON01	ofinaf@ktu.edu.t <u>ur</u> +90 462 377 4201	<a href="https://www.ktu.edu.tr/ofinaf/iletisimka171projehareketliliqi">https://www.ktu.edu.tr/ofinaf/iletisimka171projehareketliliqi</a>
	Gaza	wasafi@iugaza.edu.ps	<a href="https://exrelation.iugaza.edu.ps/en/">https://exrelation.iugaza.edu.ps/en/</a>
Insurance	TR TRABZON01	ofinaf@ktu.edu.t <u>ur</u> +90 462 377 4201	<a href="https://www.ktu.edu.tr/obsen/informationforstudentsinsurance">https://www.ktu.edu.tr/obsen/informationforstudentsinsurance</a>
	Gaza	wasafi@iugaza.edu.ps	<a href="https://exrelation.iugaza.edu.ps/en/">https://exrelation.iugaza.edu.ps/en/</a>



Inclusion of participants with fewer opportunities	TR TRABZON01	ofinaf@ktu.edu.t <u>tr</u> +90 462 377 4201	<a href="https://ktu.edu.tr/obsen/informationforstudentsfacilitiesforstudentswithspecialneed">https://ktu.edu.tr/obsen/informationforstudentsfacilitiesforstudentswithspecialneed</a>
Mentoring	Gaza	<u>wasafi@iugaza.e</u> <u>du.ps</u>	<a href="https://exrelation.iugaza.edu.ps/en/">https://exrelation.iugaza.edu.ps/en/</a>
Grant payments	TR TRABZON01	ofinaf@ktu.edu.t <u>tr</u> +90 462 377 4201	<a href="https://www.ktu.edu.tr/ofinaf/iletisimka171projehareketliliqi">https://www.ktu.edu.tr/ofinaf/iletisimka171projehareketliliqi</a>
Gaza	<u>wasafi@iugaza.e</u> <u>du.ps</u>		<a href="https://exrelation.iugaza.edu.ps/en/">https://exrelation.iugaza.edu.ps/en/</a>
Alumni information	TR TRABZON01	<u>ofinaf@ktu.edu.t</u> <u>tr</u> +90 462 377 4201	<a href="https://mezun.ktu.edu.tr/Login/Index?ReturnUrl=%2F">https://mezun.ktu.edu.tr/Login/Index?ReturnUrl=%2F</a>
	Gaza	<u>wasafi@iugaza.e</u> <u>du.ps</u>	<a href="https://exrelation.iugaza.edu.ps/en/">https://exrelation.iugaza.edu.ps/en/</a>



## Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

### *European Credit Transfer and Accumulation System-Full Recognition*

- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or non-academic organisations and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
  - Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
  - A Transcript of Records will be issued by the receiving institution no later than [x] weeks after the assessment period has finished at the receiving HEI.
  - Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

**Bu belge güvenli elektronik imza ile imzalanmıştır.**

Doğrulama Adres: <https://www.turkiye.gov.tr/karadeniz-teknik-universitesi-ebys>



## 6. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide<sup>11</sup>. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information
TR TRABZON 01	Not applicable	<a href="https://www.ktu.edu.tr/dosyalar/ofinaf_23e43.pdf">https://www.ktu.edu.tr/dosyalar/ofinaf_23e43.pdf</a>
Gaza	Not applicable	<a href="https://exrelation.iugaza.edu.ps/en/">https://exrelation.iugaza.edu.ps/en/</a>

## 7. Any other information regarding the terms of the agreement (optional)

### 8. Termination of the agreement

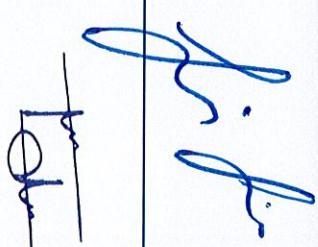
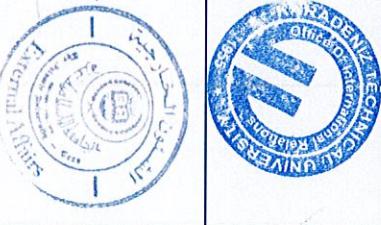
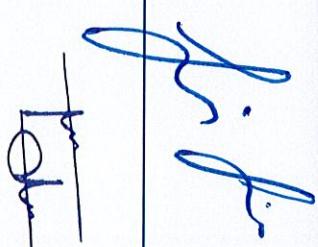
*[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges 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."]*

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<sup>11</sup> The ECTS user's guide is available here: [https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide\\_en](https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en)



## SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature <sup>12</sup>
TR TRABZON01	Prof.Dr. Sercan EROL Head of the Office Institutional Coordinator	15/12/2025	 
Islamic University of Gaza, Gaza, Palestine	Dr. Darwish Aljakhlab Dean of External Affairs	09.12.2025	 

<sup>12</sup> Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

