



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

Inter-institutional¹ agreement 2020-2023²
between institutions from Tampere University in Finland
Programme and Samtskhe-Javakheti State University as
an institution from Partner Countries³

This agreement is valid during the project period 1.8.2020 – 31.7.2023.
Adjustments to granted mobilities and mobilities can be made by the mutual
agreement of both parties and by email correspondence.⁴

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

¹Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Erasmus+ Programme Countries are the EU Member States, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

⁴Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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	Закладка
	не

определена.

EUROPEAN COMMISSION

Directorate-General for Education, Youth, Sport and Culture
DirectorateInnovation, International Cooperation and Sport
Unit C3: International Cooperation

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A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Website (eg. of the course catalogue)
Tampere University / Finland	SF TAMPERE17	Igor Tanskanen igor.tanskanen@tuni.fi +358 50 437 7450	tuni.fi/studentsguide/c urriculum tuni.fi/exchange
Samtskhe-Javakheti State University / Georgia	SJSU	Guranda Modebadze gurandamodebadze@yahoo.com	www.sjuni.edu.ge

B. Mobility numbers⁷ per academic year

The table below includes all the mobilities for the funding period of 2020-2023. 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 or city of the sending institution]	TO [Erasmus code or city 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 * [Applicable from 2018 call]
SJSU	SF TAMPERE 17	0413	Management and administration		2 / 3 months each	[Not relevant]
SF TAMPERE 17	SJSU	0413	Management and administration		1 / 3 months	[Not relevant]

[*Optional: subject area code & name and study cycle are optional.]

⁵Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁶Contact details to reach the senior officer in charge of this agreement.

⁷ 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>)

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 *
SJSU	SF TAMPERE17	0413	Management and administration	1 / 10 days	--
SF TAMPERE17	SJSU	0413	Management and administration	1 / 10 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 or city]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁸	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SF TAMPERE17		Finnish	English	Minimum recommended level: B2	Minimum recommended level: B2
SJSU		Georgian	English	Minimum recommended level: B2	Minimum recommended level: B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en.

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

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students 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.

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- 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 enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.

- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Additional requirements

Accessibility and special arrangement policies at Tampere University are described below:
<https://www.tuni.fi/studentguide/handbook/uni/4677/4692?page=2278>

Information about Samtskhe-Javakheti State University can be seen here

<https://sjuni.edu.ge/en/international-relations/>

F. Calendar

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

Receiving institution [Erasmus code or city]	Term*	Term*
SF TAMPERE17	April	October
SJSU	February	September

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

2. The receiving institution will send its decision within 5 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 5 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 case of a discord, 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. Information

1. Grading systems of the institutions

At Tampere University completed study units included in a bachelor's or master's degree are assessed on a pass/fail basis. If the completion of a study unit is approved, a grade is provided unless there is specific reason not to do so.

The grading scale features five tiers. The grades are

- 1 (=sufficient)
- 2 (=satisfactory)
- 3 (=good)
- 4 (=very good)
- 5 (=excellent)
- One Finnish credit is equivalent to one ECTS credit.
- Full workload for one academic year is 60 credits or 1600 working hours. This means that one credit consists about 27 hours of work. This includes not only lectures, but also student's independent work, such as reading, writing essays or papers, and preparation for the exam.

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁹. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

For Samtskhe-Javakheti State University

Assessments system allow:

A) Five kinds of positive assessments:

A. A) (A) excellent - a maximum of 91% or more;

A. B) (B) is very good - a maximum of 81-90%;

A. G) (C) good - a maximum of 71-80%;

A. D) (D) satisfying - A maximum of 61-70%;

A. E) (E) enough - a maximum of 51-60%;

B) Two types of negative evaluation:

B. A) (FX) fail - a maximum of 41-50%, which means that the student needs more work and a warrant to be given the right to an additional test work;

B. B) (F) FAIL - A maximum of 40% or less, which means that there is not enough work done by the student and the subject should be studied again.

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:

⁹http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
SF TAMPERE17	info.firptr@vfshelpline.com +90 212 373 58 23	https://finlandabroad.fi/web/geo/frontpage
SJSU	gurandamodebadze@yahoo.com international.office@sjuni.edu.ge +99577987725	https://sjuni.edu.ge/en/

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 or city]	Contact details (email, phone)	Website for information
SF TAMPERE17	mobility.tau@tuni.fi	tuni.fi/exchange
SJSU	Guranda Modebadze – Head of International Relations E: gurandamodebadze@yahoo.com International.office@sjuni.edu.ge Tel: +99577987725	https://sjuni.edu.ge/en/erasmus-4/

4. Housing




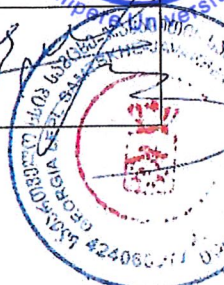
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
SF TAMPERE17	toasoffice@toas.fi tel. +358 800 95560	http://toas.fi/en/

SJSU	Guranda Modebadze – Head of International Relations E: gurandamodebadze@yahoo.com International.office@sjuni.edu.ge Tel: +99577987725	www.sjuni.edu.ge
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H. Signatures of the institutions (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹⁰
SF TAMPERE17	MattiSommarberg, Dean Faculty of Management and Business	11.12. 2020	 
SJSU	Rector – Prof. Maka Beridze	26.11. 2020	 

¹⁰Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

