

**PROTOCOL BETWEEN
TOKAT GAZIOSMANPASA UNIVERSITY
(TURKEY)
AND
TURAN UNIVERSITY
(KAZAKHISTAN)**

Article 1

This protocol comprises the joint scientific work and educational and cultural collaboration between Tokat Gaziosmanpaşa University and Turan University.

Article 2

This protocol has been composed with the main aims of encouraging the research and educational approaches of Tokat Gaziosmanpaşa University and Turan University between the teaching staff, assistants, researchers, experts and students of both universities, developing existing relations, enabling the joint use of research work results and publishing these results, and transferring the experiences of the parties in educational approaches and in the joint scientific organizations.

Article 3

Both parties (Tokat Gaziosmanpaşa University and Turan University) acknowledge undertake the following articles that make up the whole of this protocol and the terms of its application for the realization of these articles.

Article 4

Both parties will work in the fields they will collaborate with within the framework determined above and the criteria clearly determined below, and they will exchange scientific knowledge, technological know-how and experience. In this context:

Article 5

- a. Persons subject to academic exchange are teaching staff, research staff and experts.
- b. The main priorities of teaching staff, research staff and experts should be aimed at joint research, the development and transfer knowledge and organization of study meetings.
- c. The other party will be notified of the names proposed by the proposing party within reasonable time and the opinions of the other party concerning the candidate and its approval will be sent to the sending university at least two months in advance of the commencement of the scheduled visit.
- d. Each participant shall bear and be responsible for paying his or her own travel, housing expenses, meal costs, health insurance, and other miscellaneous fees. Upon request, the host institution agrees to use its best efforts to assist the teaching staff, research staff and experts in making advance arrangements for their accommodation.
- e. The visiting teaching staff, research staff and experts will benefit from all campus libraries and will take privilege of them in accordance to the host university library regulations.

Article 6

- a) Both universities will endeavor to provide exchange for students with a scientific approach. The number of students to benefit from the exchange process will be determined by a joint commission to be formed following the signing of the protocol by both parties based on mutual understanding. The host university will be notified of the names and fields of education of the students determined by the sending university at least three months beforehand and the host university will announce its decision regarding applications to the other party at least 1 month before the commencement of the academic year.
- b) Both universities will exempt visiting students from charges such as education and registration fees. The principal procedure requires that such charges are paid at the institution to which the student is attached to. All social payments other than education and registration fees will be met by students.
- c) Students - excluding tuition and registration fees - will be subject to the regulations of the host university. The sending university will accept the examinations of the

Erasmus+ Programme

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

Inter-institutional agreement 2021-2027 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	Erasmus code	Contact details	Website
Turan University	E10155322	Gulmira Kuttybayeva, Director of International Department. Satpáyev Street 16 A, Almaty Kazakhstan, 050013 International Department, office 707 g.kuttybaeva@turan-edu.kz	https://turan-edu.kz/
UNIVERSITY OF TOKAT GAZIOSMANPASA TR TOKAT01 Tokat Gaziosmanpasa Üniversitesi Taşlıçiftlik Kampüsü Erasmus Ofisi, Tokat	TR TOKAT01	Dr. Fehim KURUOĞLU Erasmus Institutional Coordinator Tel: +903562521132 fehim.kuruloğlu@gop.edu.tr Erasmus Office Sema BİLGİÇ Tel: +903562521132 erasmusyonetim@gop.edu.tr	http://erasmus.gop.edu.tr/

B. Mobility numbers per academic year

FROM	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
E10155322	TR TOKAT01	041	Business and administration	1 st , 2 nd , 3 rd	According to the agreement signed with the National Agency	According to the agreement signed with the National Agency
		061	Information and Communication Technologies			
		047	Marketing and advertising			
		044	Management and administration			
		143 102	Economics International Law			
TR TOKAT01	E10155322	041	Business and administration	1 st , 2 nd , 3 rd	According to the agreement signed with the National Agency	According to the agreement signed with the National Agency
		061	Information and Communication Technologies			
		047	Marketing and advertising			
		044	Management and administration			
		143 102	Economics International Law			

FROM	TO	Subject area code	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
E10155322	TR TOKAT01	041	Business and administration	According to the agreement signed with the National Agency	According to the agreement signed with the National Agency
		061	Information and Communication Technologies		
		047	Marketing and advertising		
		044	Management and administration		
		143	Economics		
		102	International Law		
TR TOKAT01	E10155322	041	Business and administration	According to the agreement signed with the National Agency	According to the agreement signed with the National Agency
		061	Information and Communication Technologies		
		047	Marketing and advertising		
		044	Management and administration		
		143	Economics		
		102	International Law		

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	Subject area	Language of instruction	Language of instruction 2	Recommended language of instruction level		
				Student Mobility for Studies	Staff Mobility for Teaching	Staff Mobility for Training
E10155322	041, 061, 047, 044, 143, 102	English	Kazakh/Russian	B2	C1	A1, English
TR TOKAT01	041, 061, 047, 044, 143, 102	English	Turkish	B1, English	B1, English	A1, English
		English	Turkish			

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

- ...organizes an "Orientation day" at the beginning of each semester for welcoming incoming students. It is highly recommended to incoming students to participate in the Orientation Day because students are provided with information on course registration, campus accommodation, health issues, PŠk facilities and other useful information.
-provides the infrastructure to welcome students and staff with disabilities and will try to support them according to their special needs. But partner universities are advised to contact the international office very early to make sure that the student concerned can be accepted.
- ...also supports students and staff with disabilities if they want to go abroad.

E. Calendar

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

Receiving institution	Autumn term	Spring term
E10155322	31st July	31st December
TR TOKAT01	1 July	1 November

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

The receiving institution will send its decision within 2 weeks

Partner University:

Turan University The receiving institution will send its decision within 2 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]

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Partner University:

Turan University 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

4. 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.

F. Information

1. Grading systems of the institutions

Grade	ECTS grade	Evaluation
5	A	PASS
4,5	B	PASS
4	C	PASS
3,5	D	PASS
3	E	PASS
2	F	FAIL

Partner University:

Turan University <https://turan-edu.kz/>

Partner University:

<http://erasmus.gop.edu.tr/>

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
E10155322	g.kuttybaeva@turan-edu.kz tel: +77016799036	https://turan-edu.kz/
TR TOKAT01	erasmusyonetim@gop.edu.tr tel: 090 3562521132	www.gop.edu.tr

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:

Turan University		
TR TOKAT01	erasmusyonetim@gop.edu.tr tel: 090 3562521132	www.gop.edu.tr

4.Housing

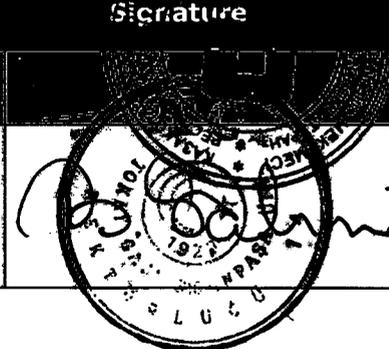
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution	Contact details	Website for information
Turan University		
TR TOKAT01	erasmusyonetim@gop.edu.tr tel: 090 3562521132	www.gop.edu.tr

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature
Turan University	Prof. Dr. Rahman Akhanov Rector		
Tokat Gaziosmanpaşa University TR TOKAT01	Prof. Dr. Bünyamin Şahin Rector		



host university and their results.

- d) For application, students will present a document demonstrating his/her language proficiency meeting the terms and level required by the host university.
- e) Each participant will be responsible for his/her travel expenses and expenses incurred from travel documents. Upon request, the host institution will assist the visiting student for suitable accommodation. Accommodation costs will not exceed the prices paid by native students. Visiting students will also have the right to benefit from all the privileges of the campus (e.g. the use of libraries, student canteens and social facilities etc.) that native students have and at the same prices.
- f) Each participant should obtain a health and accident insurance against any medical problems or accidents that may be faced during their exchange period in their own country prior to their travel. The insurance company and the limit of the insurance should be valid in the host country.
- g) Necessary procedures will be implemented for the recognition of awards, certificates and documents of attendance awarded to the visiting student for participating to seminars, courses, etc. during his/her stay at the host university.

Article 7

After having been approved by official governmental authorities this protocol will be considered valid for five (5) years once signed by the appropriate officials of each university. Three months before the end of the protocol duration, the conditions of the protocol will be reviewed. Accordingly, the protocol will be extended for another five years or will be cancelled. Requests for withdrawal from the protocol must be in writing. This notification must be given at least one (1) year prior to the termination of the five (5) year program.

Tokat, 09.10.2021


Prof. Dr. Binyamin Sahin
Tokat Gaziosmanpaşa University

Rector


Prof. Dr. Rahmet Alishanov
Turan University

Rector