

Erasmus+ Programme

Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility Inter-institutional agreement 2014-2015/2021 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)
Lublin University of Technology	PL LUBLIN03	<p><u>Erasmus Departmental Coordinator:</u> Dr Tomasz Cholewa Faculty of Environmental Engineering</p> <p><u>International Exchange Office Coordinator:</u> Marcin Żuk, MPhil ul. Nadbystrzycka 42 a (D.S. 4, p. 8) 20-501 Lublin, Poland tel.: +48 81 53 84 719 fax: +48 81 53 84 792 email: m.zuk@pollub.pl</p>	<p>International Exchange Office website: www.bwm.pollub.pl</p> <p>ECTS Catalogue: http://bwm.pollub.pl/ects_en</p>
Kastamonu University, Turkey	TR KASTAM001	<p>Erasmus Office Tel : +90 366 280 16 60 / 62 / 63 E-mail: erasmus@kastamonu.edu.tr</p> <p>Erasmus university coordinator Prof. Dr. Temel SARIYILDIZ Kastamonu University, Erasmus Office, Fazıl Boyner Sağlık Yüksekokulu, Kuzeykent Kampüsü, 37100 Kastamonu, TURKEY E-mail: tsariyildiz@kastamonu.edu.tr erasmus@kastamonu.edu.tr Tel : +90 366 280 16 60 / 62 / 63</p>	<p>http://www.kastamonu.edu.tr/index.php/en/</p>
		<p><u>Erasmus faculty coordinator</u> Assist Prof .Dr Seçil KARATAY Kastamonu University, Erasmus Office, Mühendislik Mimarlık Fakültesi, Kuzeykent Kampüsü, 37100 Kastamonu, TURKEY E-mail: skaratay@kastamonu.edu.tr erasmus@kastamonu.edu.tr Tel : +90 366 280 2916</p> <p><u>Environmental Sciences Department Coordinator:</u> Assist. Prof. Dr. Aydın TÜRKYILMAZ Email : aturkyilmaz@kastamonu.edu.tr Tel : +90 366 280 29 24</p>	

B. Mobility numbers¹ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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.]

1. Student Mobility

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 *
PL LUBLIN03	TR KASTAMO01	0521	Environmental science	1 st	3/5	
TR KASTAMO01	PL LUBLIN03	0521	Environmental science	1 st	3/5	

2. Staff Mobility

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 *
PL LUBLIN03	TR KASTAMO01	0521	Environmental science	3/5 days	
TR KASTAMO01	PL LUBLIN03	0521	Environmental science	3/5 days	

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

¹ 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>)

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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LUBLIN03		English	-	B2	B2
TR KASTAMO01		Turkish	English	B1	B1

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

[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]
PL LUBLIN03	15 June	30 November
TR KASTAMO01	September 15 th	January 3 rd

TR KASTAMO01

- Students selected at their home universities for an academic exchange stay at Kastamonu University must fill in an Application Form, Accommodation Form and a Learning Agreement that they can find on our website <http://www.kastamonu.edu.tr/index.php/en/menu-iro-llperasmusprogramme-en/77-article-category-main-menu-international-relations-office/326-article-mme-iro-applicationforms>
- Once all documents are filled in please scan and email all documents to erasmus@kastamonu.edu.tr before sending all original documents by post.

2. The receiving institution will send their **decision** within 2-3 weeks after closing date of application period.

² 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>

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.
4. **Termination of this Agreement** or changes in the data set above can be amended annually, if communicated before 30 September 20XX and will only take effect as of 30 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

PL LUBLIN03:

ECTS grade	points	mark	Polish-in words	English-in words
A	91-100%	5,0	BARDZO DOBRY	EXCELLENT
B	81-90%	4,5	DOBRY PLUS	VERY GOOD
C	71-80%	4,0	DOBRY	GOOD
D	61-70%	3,5	DOSTATECZNY PLUS	SATISFACTORY
E	51-60%	3,0	DOSTATECZNY	SUFFICIENT
F	50% - 0%	2,0	NIEDOSTATECZNY	FAILED

TR KASTAMO01

	POINT (%)	MARK	LOCAL POINT SYSTEM
Kastamonu University Grading System	90-100	AA	4,0
	85-89	BA	3,5
	70-84	BB	3,0
	65-69	CB	2,5
	60-64	CC	2,0
	55-59	DC	1,5
	50-54	DD	1,0
	40-49	FD	0,5
	0-39	FF	0,0

Note : CC is the passing grade

2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL LUBLIN03	Students: Celina Handzel, MPhil tel.: +48 81 53 84 790 email: c.handzel@pollub.pl Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/en-erasmus.en
TR KASTAMO01	Email: erasmus@kastamonu.edu.tr Phone: +90 366 280 16 60 / 62 / 63	http://www.kastamonu.edu.tr/index.php/en/menu-iro-llperasmusprogramme-en http://www.gostudyinturkey.com/en/admissions-and-visa/visa

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
PL LUBLIN03	Students: Celina Handzel, MPhil tel.: +48 81 53 84 790 email: c.handzel@pollub.pl Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/en-erasmus.en
TR KASTAMO01	Email: erasmus@kastamonu.edu.tr Phone: +90 366 280 16 60 / 62 / 63	http://www.kastamonu.edu.tr/index.php/en/menu-iro-llperasmusprogramme-en http://www.gostudyinturkey.com/en/admissions-and-visa/visa

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
PL LUBLIN03	Students: Online application Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/sms-en-accommodation.en
TR KASTAMO01	Email: erasmus@kastamonu.edu.tr Phone: +90 366 280 16 60 / 62 / 63	http://www.kastamonu.edu.tr/index.php/en/menu-iro-llperasmusprogramme-en http://www.gostudyinturkey.com/en/admissions-and-visa/visa

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
PL LUBLIN03	Dr Tomasz Cholewa, Erasmus Departmental Coordinator, Faculty of Environmental Engineering	15.05.2014	
TR KASTAMO01	Prof. Dr. Temel SARIYILDIZ, Erasmus Institutional Coordinator	27.05.2014	

³ Scanned signatures are accepted