



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	Erasmus code	Contact details (address, email, phone)	Website (eg. of the course catalogue)
ORDU UNIVERSITY	TR ORDU 01	Assit. Prof. Faruk AKYAZI Erasmus+ Institution Coordinator Address: 52200 Ordu, TURKEY Phone: +90 452 234 50 10-1616 Fax: +90 452 226 52 45 E-mail: farukakyazi@hotmail.com , erasmus@odu.edu.tr	www.odu.edu.tr http://uib.odu.edu.tr
LUBLIN UNIVERSITY OF TECHNOLOGY	PL LUBLIN03	<u>Erasmus Departmental Coordinator:</u> Dr Izolda Gorgol Faculty of Fundamentals of Technology <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	International Exchange Office website: www.bwm.pollub.pl ECTS Catalogue: http://bwm.pollub.pl/ects.en

B. Mobility numbers¹ per 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]	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 ORDU01 PL LUBLIN 03	PL LUBLIN 03 TR ORDU01	054	Mathematics and statistics	1 st , 2 nd	[3 students=27months]	[2students=6months]

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>)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED 1]	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 LUBLIN 03	TR ORDU01	054	Mathematics and statistics	[3 STAFF= 15 days; 8 hours min.]	[4 STAFF= 28 days]
TR ORDU01	PL LUBLIN 03	054	Mathematics and statistics	[3 STAFF=15 days; 8 hours min.]	[4 STAFF= 28 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies	Staff Mobility for Teaching
TR ORDU01		Turkish	English	B1	B1
PL LUBLIN 03		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

PL LUBLIN03:

In case you need more detailed information please contact the International Exchange Office. Students (academic matters): c.handzel@pollub.pl

Students (non-academic matters): m.wojcieszek@pollub.pl

Teachers: m.wojcieszek@pollub.pl

TR ORDU 01: No Additional requirements

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 ORDU 01	June, 15 th	November, 1st
PL LUBLIN 03	15 June	30 November

2. The receiving institution will send its decision within 6 weeks.

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. Transcript of Records

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, given that the transcript form and all relevant course work documents have been submitted by the student.

4. Termination of the agreement

The agreement will become operative on the date of signature of both universities and shall remain in force for a period of **6 years**. In case of the termination, a notice of at least one academic year should be sent to the partner university. 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 ORDU 01:

The Ordu University follows the ECTS scheme, which means that ECTS credits are allocated to course units, lectures, practical works, etc. at each faculty. In ECTS, 60 credits represent one year of study (in terms of workload); normally 30 credits are given for a semester.

The Turkish grading system in higher education is based on the 4 to 1,5 scale, where 4 is the best mark and 1,5 is the worst.

The equivalents of the Final Grades are determined according to the table given below:

Final Grades	Grade	Grade Points
92-100	AA	4.00
84- 91	BA	3.50
76- 83	BB	3.00
68- 75	CB	2.50
60-67	CC	2.00
50-59	F3	1.50
40-49	DD	1.00
30-39	FD	0.50
0-29	FF	00

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

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
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TR ORDU01	erasmus@odu.edu.tr Tel: 0090 4522345010- 1616	www.odu.edu.tr
PL LUBLIN03	<u>Students:</u> Celina Handzel, PhD tel.: +48 81 53 84 790 email: c.handzel@pollub.pl <u>Teachers:</u> Małgorzata Wojcieszek, MA tel.: +48 81 53 84 357 email: m.wojcieszek@pollub.pl	http://bwm.pollub.pl/en-erasmus.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]	Contact details (email, phone)	Website for information
TR ORDU01	erasmus@odu.edu.tr Tel: 0090 4522345010- 1616	http://www.aksigorta.com.tr/ , http://www.axisigorta.com.tr/ , http://www.groupama.com.tr/
PL LUBLIN03	<u>Students and Teachers:</u> Małgorzata Wojcieszek, MA tel.: +48 81 53 84 357 email: m.wojcieszek@pollub.pl	http://bwm.pollub.pl/en-erasmus.en


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 ORDU01	erasmus@odu.edu.tr Tel: 0090 4522345010- 1616	http://uib.odu.edu.tr
PL LUBLIN03	<u>Students:</u> Online application <u>Teachers:</u> Małgorzata Wojcieszek, MA tel.: +48 81 53 84 357 email: m.wojcieszek@pollub.pl	http://bwm.pollub.pl/sms-en-accommodation.en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
TR ORDU 01	Assit. Prof. Faruk AKYAZI LLP Erasmus+ Institution Coordinator	04.05.2015	
PL LUBLIN 03	Dr Izolda Gorgol Faculty of Fundamentals of Technology International Exchange Office Coordinator	05.05.2015	