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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
UTP UNIVERSITY OF SCIENCE AND TECHNOLOGY	PL BYDGOSZ02	**Institutional coordinator:** Małgorzata Jaroszewska – Erasmus Coordinator Al. prof. S. Kaliskiego 7 85-796 Bydgoszcz (Poland) Phone: +48523749299 jaroszewska@utp.edu.pl **Faculty of Civil and Environmental Engineering and Architecture** PhD Jarosław Górecki – Departmental Coordinator gorecki@utp.edu.pl	www.utp.edu.pl

ISTANBUL KÜLTÜR UNIVERSITY	TR ISTANBU19	**Institutional Coordinator:** Mr. Seçkin Taygun Altıntaş Erasmus Institutional Coordinator E-mail : s.altintas@iku.edu.tr Tel: +90 212 498 44 66 **Faculty of Engineering** **Departmental Coordinator:** Assist. Prof. Gökhan Yazıcı E-mail : gokhanyazici@iku.edu.tr Tel: +90 212 498 42 64	http://www.iku.edu.tr/ENG/index.php Academic Package via: https://www.iku.edu.tr/EN/ects.php

B. Mobility numbers per 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.

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, 1st , 2nd or 3rd] *	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 BYDGOSZ02	TR ISTANBU19	073	Civil Engineering	1st, 2nd , 3rd	2 (5 months)	To be defined during the academic year
TR ISTANBU19	PL BYDGOSZ02	073	Civil Engineering	1st, 2nd , 3rd	2 (5 months)	To be defined during the academic year

FROM	TO	Subjec	Subject area	Number of staff mobility

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	t area code * [ISCED]	name *	periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
PL BYDGOSZ02	TR ISTANBU19	073	Civil Engineering	2 x 5 = 10	TBD
TR ISTANBU19	PL BYDGOSZ02	073	Civil Engineering	2 x 5 = 10	TBD

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 instruc-tion 1	Language of instruc-tion 2	Recommended language of instruction level[1]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL BYDGOSZ02	0732	English	-	B1-B2	B2
TR ISTANBU19	0732	English	-	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution

D.   Additional requirements The institutions provide infrastructure for welcoming students and staff with disabilities.

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[1]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

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 BYDGOSZ02	June 30	November 30
TR ISTANBU19	June 15	November 15

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

2. The receiving institution will send its decision within 3 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.

4. Termination of the agreement

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 BYDGOSZ02

Local grade	ECTS grade	% of successful students normally achieving the grade	Definition
5	A	10	EXCELLENT – outstanding performance with only minor errors
4,5	B	15	VERY GOOD – above the average standard but with some mistakes
4	C	30	
3,5	D	25	GOOD – generally sound work with a number of notable mistakes
3	E	20	SATISFACTORY – acceptable but with significant mistakes and lack of knowledge
2	F	-	SUFFICIENT – work and results fulfil minimum criteria
			FAIL – credit can be awarded when the student takes the course again

2. Grading systems of the institutions

TR ISTANBU19

For detailed information:

https://www.iku.edu.tr/EN/ectsikuinfo.html

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
PL BYDGOSZ02	Małgorzata Jaroszewska – Erasmus Coordinator +48 52 3749 299 jaroszewska@utp.edu.pl	http://utp.edu.pl/en/index.php
TR ISTANBU19	Ecem Baloğlu -Responsible person for Incoming Students e.baloglu@iku.edu.tr +90 212 498 4056	https://www.iku.edu.tr/ENG/15/2390/visa-residence-permit.html

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 BYDGOSZ02	Małgorzata Jaroszewska – Erasmus Coordinator +48 52 3749 299 jaroszewska@utp.edu.pl	http://iro.utp.edu.pl/index.php/en
TR ISTANBU19	Ecem Baloğlu -Responsible person for Incoming Students e.baloglu@iku.edu.tr +90 212 498 4056	http://www.iku.edu.tr/ENG/15/2421/mobility-procedures.html

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 BYDGOSZ02	Małgorzata Jaroszewska – Erasmus Coordinator +48 52 3749 299 jaroszewska@utp.edu.pl	http://utp.edu.pl/en/index.php
TR ISTANBU19	Ecem Baloğlu -Responsible person for Incoming Students e.baloglu@iku.edu.tr +90 212 498 4056	https://www.iku.edu.tr/ENG/15/2391/accommodation.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[2]
PL BYDGOSZ02	Prof. Adam Gadomski Vice-Rector for External Affairs	14.05.18	PROREKTOR ds. Współpracy Międzynarodowej prof. dr hab. inż. Adam Gadomski
TR ISTANBU19	Seçkin Taygun Altıntaş Erasmus Institutional Coordinator	11.05.2018	ISTANBUL KÜLTÜR UNIVERSITY INTERNATIONAL OFFICE

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[2]Scanned signatures are accepted