



PAŃSTWOWA WYŻSZA  
SZKOŁA ZAWODOWA W NYSIE

## Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2014-21 between programme countries

[Minimum requirements]<sup>2</sup>

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 <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
University of Applied Sciences in Nysa, Poland ul. Armii Krajowej 7 48-300 Nysa, Poland <a href="http://www.pwsz.nysa.pl">www.pwsz.nysa.pl</a>	PL NYSA01	Anna Opalka, M.Sc. Head of the External Relation Department & International Cooperation Office ul. Chodowieckiego 4, 48-300 Nysa, Poland Tel: +48 77 409 08 62 (56) Fax: +48 77 409 11 59 mail: <a href="mailto:bwm@pwsz.nysa.pl">bwm@pwsz.nysa.pl</a>	Web: <a href="http://www.bwm.pwsz.nysa.pl">http://www.bwm.pwsz.nysa.pl</a>
Istanbul Kültür University	TR ISTANBU19	<b>Burcu Atalay-Emre, M.A.</b> Erasmus Institutional Coordinator <a href="mailto:b.atalay@iku.edu.tr">b.atalay@iku.edu.tr</a> , <a href="mailto:eic@iku.edu.tr">eic@iku.edu.tr</a> European and International Center, Ataköy Campus, D-100 Yanyol, Bakırköy, 34156, Istanbul. <b>Agreements:</b> <a href="mailto:agreements-eic@iku.edu.tr">agreements-eic@iku.edu.tr</a> <b>Outgoing:</b> <a href="mailto:eic-sts-out@iku.edu.tr">eic-sts-out@iku.edu.tr</a> <b>Incomings:</b> <a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a> <b>Staff:</b> <a href="mailto:staffmobil-eic@iku.edu.tr">staffmobil-eic@iku.edu.tr</a>	Istanbul Kültür University <a href="http://www.iku.edu.tr/ENG">http://www.iku.edu.tr/ENG</a> European and International Center <a href="http://www.iku.edu.tr/eic">www.iku.edu.tr/eic</a> ECTS Information Package <a href="http://www.iku.edu.tr/EN/ects.php">http://www.iku.edu.tr/EN/ects.php</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>4</sup> 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.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subj ect area nam e *	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods	
					Student Mobility for Studies [total number ]	Student Mobility for Traineeships *
PL NYSA01	TR ISTANBU19	Architecture	0731	1 <sup>st</sup>	2 x 10 = 20	TBA
		Industrial Engineering	071	1 <sup>st</sup>	3 x 10 = 30	
		Computer Engineering	071	1 <sup>st</sup>	3 x 10 = 30	
		Business Administration	041	1 <sup>st</sup>	3 x 10 = 30	
		English Language Teaching	011	1 <sup>st</sup>	3 x 10 = 30	
TR ISTANBU19	PL NYSA01	Architecture	0731	1 <sup>st</sup>	2 x 10 = 20	TBA
		Industrial Engineering	071	1 <sup>st</sup>	3 x 10 = 30	
		Computer Engineering	071	1 <sup>st</sup>	3 x 10 = 30	
		Business Administration	041	1 <sup>st</sup>	3 x 10 = 30	
		English Language Teaching	011	1 <sup>st</sup>	3 x 10 = 30	

[\*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.]

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 ]	Staff Mobility for Training *
PL NYSA01	TR ISTANBU19			TBA (min. 8 teaching hrs. each)	TBA

<sup>4</sup> 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>)

TR ISTANBU19	PL NYSA01			TBA (min. 8 teaching hrs. each)	TBA
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### 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 <sup>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Min. recommended level: B2]
PL NYSA01		Polish / English	English	B2 (English)	English B2/C1
TR ISTANBU19		Turkish	English	B2 (English)	N/A

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

#### At the University of Applied Sciences in Nysa

**Students' application** for an international mobility at University of Applied Sciences in Nysa is only possible by use of the online application form available on website [www.erasmus.pwsz.nysa.pl](http://www.erasmus.pwsz.nysa.pl). The following documents must be enclosed and sent by airmail to IRO, together with the printed and signed online application form:

- Learning Agreement containing planned course units in our institution. The Learning Agreement may be modified after arrival and discussion with the academic coordinator.
- the Transcripts of Records obtained in previous years of study at home university
- Confirmation of English Language Competences

More adaptation day for all incomings students is obligatory. Information about it and other additional information students can find here: <http://www.pwsz.nysa.pl/index.php?p=25>  
Furthermore the University of Applied Sciences in Nysa organizes Intensive Polish Language Course for foreigners, more information:

<http://www.pwsz.nysa.pl/index.php?p=25,224,0,0,-1,237>

**For staff mobility**, the "Individual teaching programme" or "Individual Training program" form duly filled in and signed by home university should be sent to IRO. Also staff should fill in the on-line application form available on website [www.erasmus.pwsz.nysa.pl](http://www.erasmus.pwsz.nysa.pl) and send as attachment to the individual programme.

#### At Istanbul Kültür University

<sup>5</sup> 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>

TR ISTANBU 19 is able to receive students and staff with disabilities. This can be discussed before each nomination.

## 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 NYSA01	30 <sup>th</sup> JUNE	30 <sup>th</sup> NOVEMBER
TR ISTANBU19	Application Deadline: June 15th	Application Deadline: November 15th

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

2. The receiving institution will send its decision within 6 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.
4. Termination of the agreement

This agreement can be terminated at any time by mutual consent. 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 of one given year will only take effect as of 1 September of the next year. 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

#### At the University of Applied Sciences in Nysa

International Grade	Polish Grade	Definition
A	5.0	Very good = "5" or "bdb"
B	4.5	Good Plus = "+4" or "db+"
C	4.0	Good = "4" or "db"
D	3.5	Satisfactory = "+3" or "dst+"
E	3.0	Sufficient = "3" or "dst"
FX	2.0	Unsatisfactory (fail) = "2" or "ndst"
F		

#### At Istanbul Kültür University

<http://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 NYSA01	International Cooperation Office e-mail: <a href="mailto:bwm@pwsz.nysa.pl">bwm@pwsz.nysa.pl</a> tel. +48 77409 08 56	<a href="http://www.pwsz.nysa.pl/index.php?p=25">http://www.pwsz.nysa.pl/index.php?p=25</a>
TR ISTANBU19	European and International Center e-mail: <a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>

### 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 NYSA01	International Cooperation Office e-mail: <a href="mailto:bwm@pwsz.nysa.pl">bwm@pwsz.nysa.pl</a> tel. +48 77409 08 56	<a href="http://www.pwsz.nysa.pl/index.php?p=25">http://www.pwsz.nysa.pl/index.php?p=25</a>
TR ISTANBU19	European and International Center e-mail: <a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>



### 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 NYSA01	International Cooperation Office e-mail: <a href="mailto:bwm@pwsz.nysa.pl">bwm@pwsz.nysa.pl</a> tel. +48 77409 08 56	<a href="http://www.pwsz.nysa.pl/index.php?p=25">http://www.pwsz.nysa.pl/index.php?p=25</a>
TR ISTANBU19	European and International Center e-mail: <a href="mailto:eic-sts-in@iku.edu.tr">eic-sts-in@iku.edu.tr</a>	<a href="http://www.iku.edu.tr/eic-incomingsts">www.iku.edu.tr/eic-incomingsts</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
PL NYSA01	Dr hab. inż. Zofia Wilimowska, Prof. PWSZ w Nysie Rector	24.07.2014	
TR ISTANBU19	Prof. Dr. Sermin ÖRNEKTEKİN, Vice Rector and Head of International Relations		

<sup>6</sup> Scanned signatures are accepted