



# Erasmus+ Programme

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

### Inter-institutional agreement 2016-2021 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)
Erzurum Technical University	TR ERZURUM02	<b>Institutional:</b> Prof.Dr. Murat Demir AYDIN (Institutional Erasmus Coordinator) E-mail: <a href="mailto:erasmus@erzurum.edu.tr">erasmus@erzurum.edu.tr</a>  <b>Address:</b> Ömer Nasuhi Bilmen Mah. Havaalanı Yolu Cad. No:53 Yakutiye/ERZURUM, TURKEY 25000  <b>Phone:</b> +90 442 281 25 27	<a href="http://www.erzurum.edu.tr">www.erzurum.edu.tr</a>  <a href="http://erasmus.erzurum.edu.tr">erasmus.erzurum.edu.tr</a>  <a href="http://form.erzurum.edu.tr/tyyc">http://form.erzurum.edu.tr/tyyc</a>
Politechnika Koszalińska/ Koszalin University of Technology  Faculty of Civil Engineering, Environmental and Geodetic Sciences	PL KOSZALI01	Faculty of Civil Engineering, Environmental and Geodetic Sciences <b>Departmental Coordinator</b> dr hab. inż. Jacek Katzer prof PK <a href="mailto:jacek.katzer@tu.koszalin.pl">jacek.katzer@tu.koszalin.pl</a> Tel: +48 94-3478-521  <b>Erasmus Institutional Coordinator:</b> dr hab. inż. Krzysztof Rokosz prof. PK <a href="mailto:rokoz@tu.koszalin.pl">rokoz@tu.koszalin.pl</a> tel. +48 94 34 78 354  <b>International Relations Office</b> ul. Śniadeckich 2	<a href="http://www.tu.koszalin.pl/at/t/258">http://www.tu.koszalin.pl/at/t/258</a>  <a href="http://www.tu.koszalin.pl/at/t/528">http://www.tu.koszalin.pl/at/t/528</a>



		75-453 Koszalin, Poland Outgoing students: mgr inż. Ewa Głogowska-Balsz egbalasz@tu.koszalin.pl Tel/Fax: +48 94 3478655 <b>Incoming students, staff:</b> mgr Diana Wojtewicz diana.drewczynska@tu.koszalin.pl Tel: +48 94 3478692	
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### 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 November 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, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	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 ERZURUM02	PL KOSZALI01	0732	Building and Civil Engineering	1 <sup>st</sup> 2 <sup>nd</sup>	2x5 moths (10 total)	-
PL KOSZALI01	TR ERZURUM 02	0732	Building and Civil Engineering	1 <sup>st</sup> 2 <sup>nd</sup>	2x5 moths (10 total)	2x 3 months

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 *
TR ERZURUM 02	PL KOSZALI01	0732	Building and Civil Engineering	1 [7 days]	1
PL KOSZALI01	TR ERZURUM 02	0732	Building and Civil Engineering	1 [7 days]	1

### 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 n 1	Language of instruction n 2	Recommended language of instruction level	
				Student Mobility for Studies Minimum recommended level: B1	Staff Mobility for Teaching Minimum recommended level: B2
PL KOSZALI01		Polish	English	B1 Polish or B1 English	B2 Polish or B2 English
TR ERZURUM02		Turkish	English	B1	B2

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

##### **Klaipėda State University of Applied Sciences:**

Enrolment only if up to 30 ECTS per semester.

Our ESN (Erasmus Student Network) mentors help all the incoming students to adapt at the University and daily life, and arrange various events.

**TR ERZURUM02:** No Special Additional Requirements

##### **PL KOSZALI01: Additional requirements at KOSZALIN UNIVERSITY OF TECHNOLOGY**

Documents required at Koszalin University of Technology: <http://www.tu.koszalin.pl/art/528>

- ✓ Learning Agreement ,
- ✓ Application Form,
- ✓ Accommodation Form (optional).

Koszalin University of Technology has the infrastructure to welcome students and staff with disabilities: <http://www.tu.koszalin.pl/art/273>

<http://www.tu.koszalin.pl/kat/228>



## 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 KOSZALI01	15th June	15th December
TR ERZURUM02	15 <sup>th</sup> July	15 <sup>th</sup> December

2. **Klaipeda State University of Applied Sciences:** after students are nominated by their home university, they are obliged to send to the International Relations Department: a filled-in Application Form, the Learning Agreement, the Transcript of Records (if required by a faculty). After having received the paper application (printed online application) the letter of acceptance will be send within a max. of 4 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 HET *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement: **30<sup>th</sup> September 2021.**

*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. 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 ERZURUM02:**

<http://erasmus.erzurum.edu.tr/Menu/10957/course-catalogue-and-grading>

and <http://form.erzurum.edu.tr/tyyc>

### **PL KOSZALI01 grading system**

#### **Grading scale at Koszalin University of Technology:**



<i>local grade</i>	<i>ECTS grade</i>	<i>definition</i>
5	A	very good
4,5	B	better than good
4	C	good
3,5	D	satisfactory
3	E	sufficient
2	F/FX	failed

### **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
PL KOSZALI01	<a href="mailto:diana.drewczynska@tu.koszalin.pl">diana.drewczynska@tu.koszalin.pl</a> +48 94 3478692	Erasmus student guide: <a href="http://www.tu.koszalin.pl/art/528">http://www.tu.koszalin.pl/art/528</a>
TR ERZURUM02	<a href="mailto:erasmus@erzurum.edu.tr">erasmus@erzurum.edu.tr</a> +90 442 281 25 27	<a href="http://www.konsolosluk.gov.tr/tr/en/sta-rt.aspx">http://www.konsolosluk.gov.tr/tr/en/sta-rt.aspx</a>

### **2. 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
PL KOSZALI01	<a href="mailto:diana.drewczynska@tu.koszalin.pl">diana.drewczynska@tu.koszalin.pl</a> +48 94 3478692	<a href="http://www.tu.koszalin.pl/art/274">http://www.tu.koszalin.pl/art/274</a>
TR ERZURUM02	<a href="mailto:erasmus@erzurum.edu.tr">erasmus@erzurum.edu.tr</a> +90 442 281 25 27	<a href="http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749">http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749</a>

### **3. Housing**

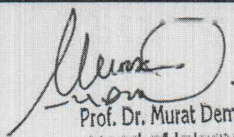

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.



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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL KOSZALI01	<a href="mailto:diana.drewczynska@tu.koszalin.pl">diana.drewczynska@tu.koszalin.pl</a> phone: +48 94 3478692	<a href="http://www.tu.koszalin.pl/art/270">http://www.tu.koszalin.pl/art/270</a> <a href="http://akademiki.tu.koszalin.pl">http://akademiki.tu.koszalin.pl</a>
TR ERZURUM02	Mr. Eren ÖZBEK <a href="mailto:erasmus@erzurum.edu.tr">erasmus@erzurum.edu.tr</a> +90 442 281 25 27	<a href="http://www.erzurum.edu.tr/Content/Yuklemeler/DosyaGenel/Dosya11408.pdf">http://www.erzurum.edu.tr/Content/Yuklemeler/DosyaGenel/Dosya11408.pdf</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>1</sup>
TR ERZURUM02	Prof. Dr. Murat Demir AYDIN Head of International Relations Office and Institutional Erasmus Coordinator	07.11.2016	 Prof. Dr. Murat Demir AYDIN Head of International Office, ETU
PL KOSZALI01	Prof. Tadeusz Bohdal DSc PhD, Rector	2016-11-10	 REKTOR prof. dr hab. inż. Tadeusz Bohdal

**POLITECHNIKA KOSZALIŃSKA**  
75-453 Koszalin, ul. Śniadeckich 2  
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REGON 000001703, NIP 669-050-51-68

<sup>1</sup>Scanned signatures are accepted