



Erasmus+ Programme

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

Inter-institutional¹ agreement 2016-2021² 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	Name of the contact person	Contact details ³ (email, phone)	Website (eg. of the course catalogue)
Lublin University of Technology	PL LUBLIN03	Erasmus Faculty Coordinator: Magdalena Grudzińska, PhD Eng. Faculty of Civil Engineering and	Erasmus Coordinator: Paweł Drożdżel, PhD, D.Sc. (Eng.), Associate Professor Ul. Nadbystrzycka 38D 20-618 Lublin, Poland Phone: +48 81 538 41	<u>International Exchange Office website:</u> www.bwm.pollub.pl ECTS Catalogue: http://bwm.pollub.pl

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

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

		Architecture	01 Email: projektor.mil@pollub.pl <u>Administrative coordinator, incoming students:</u> Marta Batorczak-Żuchowska, MPhil Email: Erasmus@pollub.pl <u>Inter-institutional agreements, outgoing students:</u> Dorota Tylus, MA Email: d.tylus@pollub.pl	pl/ects.en
Erzurum Technical University	TR ERZURUM 02	Erasmus Departmental Coordinator: Muhammed Gurbuz E-Mail: Muhammed.gurbuz@erzurum.edu.tr Adress: Ömer Nasuhi Bilmen Mah. Havaalanı Yolu Cad. No:53 Yakutiye/ERZURUM, TURKEY 2500	Institutional: Prof.Dr. Murat Demir AYDIN (<i>Institutional Erasmus Coordinator</i>) E-mail: erasmus@erzurum.edu.tr Adress: Ömer Nasuhi Bilmen Mah. Havaalanı Yolu Cad. No:53 Yakutiye/ERZURUM, TURKEY 2500 Phone: +90 442 281 25 27	www.erzurum.edu.tr erasmus.erzurum.edu.tr http://form.erzurum.edu.tr/tyyc

B. Mobility numbers⁴ 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	TO	Subject area	Subject area	Study cycle	Number of student mobility periods
[Erasmus]	[Erasmus]				

⁴ 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>)

code of the sending institution]	code of the receiving institution]	code * [ISCED]	name *	[short cycle, 1 st , 2 nd or 3 rd] *	Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
PL LUBLIN	TR ERZURUM 02	0732	Building and Civil Architecture	1 st , 2 nd	2x5 moths (10 total)	0
TR ERZURUM 02	PL LUBLIN	0732	Building and Civil Architecture	1 st , 2 nd	2 (5 months)	0

[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 of days of teaching periods or average duration *]	Staff Mobility for Training *
PL LUBLIN	TR ERZURUM 02	0732	Building and Civil Architecture	1 [7 days]	1
TR ERZURUM 02	PL LUBLIN	0732	Building and Civil Architecture	1 (5 days)	0

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	Language	Language	Recommended language of instruction level ⁵
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⁵ 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>

institution [Erasmus code]	of instruc- tion 1	of instruc- tion 2	Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LUBLIN03		English	B1	B2
TR ERZURUM 02	Turkish	English	B1	B2

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

D. Additional requirements

Both above mentioned institutions have the conditions for the acceptance of students and staff with disabilities.

PL LUBLIN03: In case you need more detailed information please contact the International Exchange Office

Students: a.radziszewska@pollub.pl

Staff: m.wilczynska@pollub.pl , j.kubaj@pollub.pl

TR ERZURUM02: No Special Additional Requirements

E. Calendar

- Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
Lublin University of Technology, Lublin PL LUBLIN03	15 June	30 November
Erzurum Technical University	15 th July	15 th December

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

2. The receiving institution will send its decision within 8 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

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given. Neither the European Commission nor the National Agencies can be held responsible in case of 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 ERZURUM02:

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

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

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 LUDLIN03	<u>Students:</u> Anna Radziszewska, MA Tel.: +48 81 53 84 790 Email: a.radziszewska@pollub.pl <u>Staff:</u> Małgorzata Wilczyńska, MA Tel.: +48 81 53 84 357 Email: m.wilczynska@pollub.pl Julia Kubaj, MA Tel.: +48 81 53 84 598 Email: j.kubaj@pollub.pl	http://hwm.pollub.pl/en-erasmus.en
TR ERZURUM02	erasmus@erzurum.edu.tr +90 442 281 25 27	http://www.konsolosluk.gov.tr/tr/en/start.aspx

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	<u>Students:</u> Anna Radziszewska, MA tel.: +48 81 53 84 790 email: a.radziszewska@pollub.pl <u>Staff:</u> Małgorzata Wilczyńska, MA tel.: +48 81 53 84 357 email: m.wilczynska@pollub.pl Julia Kubaj, MA Tel.: +48 81 53 84 598	http://bwm.pollub.pl/en-erasmus.en

	Email: j.kubaj@pollub.pl	
TR ERZURUM 02	erasmus@erzurum.edu.tr +90 442 281 25 27	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749


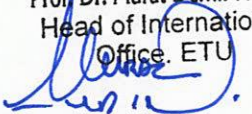
4. Housing

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 LUBLINO 3	<p><u>Students:</u> Online application; Anna Radziszewska, MA tel.: +48 81 53 84 790 email: a.radziszewska@pollub.pl</p> <p><u>Staff:</u> Małgorzata Wilczyńska, MA tel.: +48 81 53 84 357 email: m.wilczynska@pollub.pl</p>	http://bwm.pollub.pl/en-erasmus.en
TR ERZURU M02	<p>Mr. Eren ÖZBEK erasmus@erzurum.edu.tr +90 442 281 25 27</p>	http://www.erzurum.edu.tr/Content/Yuklemeler/DosyaGenel/Dosya11408.pdf

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
PL LUBLIN03	Magdalena Grudzińska, PhD Eng. Faculty of Civil Engineering and Architecture	10.11.2016	
Erzurum Technical University	Prof.Dr.Murat Demir AYDIN <i>Head of International Relations Office and Institutional Erasmus Coordinator</i>	09.11.2016	Prof. Dr. Murat Demir AYDIN Head of International Office. ETU 

⁶ Scanned signatures are accepted