



Erasmus+ Programme

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

Inter-institutional¹ agreement 2017-2021² University of Wolverhampton & Karabuk University

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 ³ (email, phone)	Website (eg. of the course catalogue)
University of Wolverhampton International Centre Wulfruna Street Wolverhampton WV1 1LY	UK WOLVERH 01	Dominique Nield International Partnerships & Programmes Manager Tel: +44(0)1902 323733 Email: D.Nield@wlv.ac.uk Administration Tracy Gold Tel: +44(0)1902 322722 Email: T.Gold@wlv.ac.uk	www.wlv.ac.uk Course Guides: https://www.wlv.ac.uk/current-students/course-guides-2014-15/
Karabuk University	TR KARABUK 01	Lect. Oya Onalan LLP/International Relations Coordinator Tel: +90 370 433 6678 Fax: +90 370 4336697 E.mail: oyaonalan@karabuk.edu.tr	www.karabuk.edu.tr http://uluslararasi.karabuk.edu.tr/ects/default.aspx

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.

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 [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 or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
					[total number of months of the study periods or average duration*]	
UK WOLVERH 01	TR KARABUK 01	6.6	Manufacturing Science	2 nd 3 rd	2 students for a total of 10 months	
		529	Industrial Design Engineering	2 nd , 3 rd	2 students for a total of 10 months	
TR KARABUK 01	UK WOLVERH 01	6.6	Manufacturing Science	2 nd , 3 rd	2 students for a total of 10 months	
		529	Industrial Design Engineering	2 nd , 3 rd	2 students for a total of 10 months	

*[*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	Staff Mobility for Training
				[total number of days of teaching periods or average duration*]	
UK WOLVERH 01	TR KARABUK 01	6.6	Desktop CNC design, prototype control and applications	12 weeks /10 hrs. per week	1 member of staff for a maximum of 3 days
TR KARABUK 01	UK WOLVERH 01	6.6	Desktop CNC design, prototype control and applications	12 weeks /10 hrs. per week	1 member of staff for a maximum of 3 days

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>

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 [Erasmus code]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
UK WOLVERH 01		English		B2	C1
TR KARABUK 01		English		B2	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

UK WOLVERH 01

All Incoming students must be nominated by their home institution before the deadline date. Application forms and documents need to be forwarded to Tracy Gold – International Centre by our deadline dates. The University of Wolverhampton can arrange support to students/staff with disabilities, please contact Tracy Gold for details.

TR KARABUK 01

All incoming students must be nominated by their home institution before the deadline date. Application forms and documents need to be forwarded to Kerim Tanis – International office by our deadline dates. Karabuk University can arrange support to students/staff with disabilities, please contact Kerim Tanis for details.

E. Calendar

1. Applications/information on nominated students must reach the receiving Institution by:

Receiving Institution [Erasmus code]	Autumn term [month]	Spring term [month]
UK WOLVERH 01	Nomination: 1 st June Applications: 20 th June	Nomination: 1 st October Application: 25 th October
TR KARABUK 01	Nomination: 1 st May Application: 31 st May	Nomination: 1 st October Application: 31 st October

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

2. The receiving institution will send its decision within 5 weeks of closing date for applications

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>

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. These will be posted to the home university once the award boards have met and agreed the results.
4. Termination of the agreement

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 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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁶. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

UK WOLVERH 01:

The University of Wolverhampton has adopted the Credit Accumulation and Transfer system (CATS) of 120 credits for academic level of study. This is based on 6 x 20 credit modules per level. 1 credit is attributed with 10hrs of study. 20 CATS credits is equal to 10 ECTS credits. Therefore a full year's Undergraduate study is awarded 120 CATS credits, which is 60 ECTS credits. Grading System can be found at:

<http://www.wlv.ac.uk/Default.aspx?page=34753>

TR KARABUK 01

ECTS SYSTEM	KBU GRADING SYSTEM		
Letter Grades	Assoc. & Bachelor's Degree		
	Letter Equivalent	Grading in 100	Grading in 4.00
A	A1	90-100	4.00
B	A2	80-89	3.50
C	B1	70-79	3.00
D	B2	65-69	2.75
E	C	60-64	2.50
	G		0
FX	F3		
Γ	F1		
	F2		
	K		

Falling Grades:

1. F1: is given to students who do not fulfill the requirements for attendance, and who do not have to take the final or makeup examination, coefficient is zero
2. F2: is given to students who attend the classes regularly, but do not take the final or makeup examinations, coefficient is zero
3. F3: is given to students who attend the classes regularly, take the final or makeup examinations, but whose percentage of the exam is
4. K: is given to students who fail the course. It is for non-credit courses
5. G: Pass (Out of Grade)

⁶ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

ECTS SYSTEM	KBU GRADING SYSTEM					
	Master's Degree			Doctorate's Degree		
	Letter Grades	Letter Equivalent	Grading in 100	Grading in 4.00	Letter Equivalent	Grading in 100
A	AA	95-100	4.00	AA	95-100	4.00
B	BA	85-94	3.50	BA	85-94	3.50
C	BB	75-84	3.00	BB	75-84	3.00
D	CB	65-74	2.50			
E	G		0	G		0
FX	F1			F1		
F	F2			F2		
	F3			F3		
	K/E			K/E		

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
UK WOLVERH 01	Tracy Gold Tel: +44(0)1902 322722 Email: T.Gold@wlv.ac.uk	https://www.wlv.ac.uk/International/visas-and-immigration/
TR KARABUK01	Res.Asst.M.Esad KULOĞLU mekuloglu@karabuk.edu.tr Phone: 00903704336687 - 2281 Fax: 00903704336697	http://uluslararasi.karabuk.edu.tr/ects/default.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 Institution code]	Contact details (email, phone)	Website for information
UK WOLVERH 01	Tracy Gold Tel: +44(0)1902 322722 Email: T.Gold@wlv.ac.uk	https://www.endsleigh.co.uk/personal/home-insurance/student-room-insurance/
TR KARABUK01	Res.Asst.M.Esad KULOĞLU mekuloglu@karabuk.edu.tr Phone: 00903704336687 - 2281 Fax:00903704336697	http://uluslararasi.karabuk.edu.tr/ects/default.aspx

4. Housing

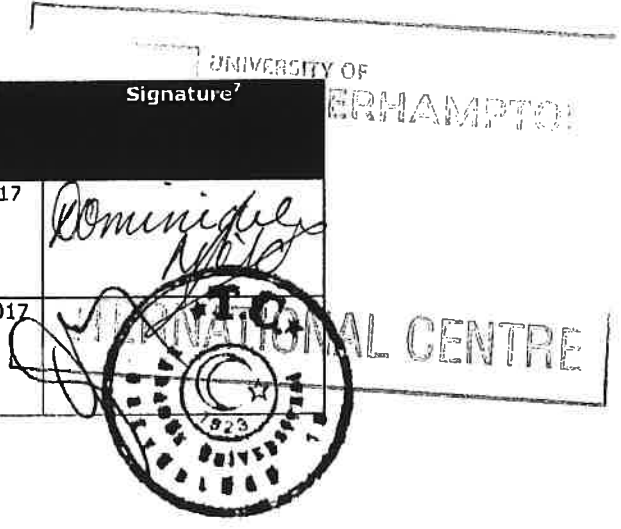
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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TR KARABUK01	Res.Asst.M.Esad KULOĞLU mekuloglu@karabuk.edu.tr Phone: 00903704336687 - 2281 Fax:00903704336697	http://uluslararasi.karabuk.edu.tr/ects/default.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
UK WOLVERH 01	Dominique Nield International Partnerships & Programmes Manager	--/04/2017	<i>Dominique Nield</i>
TR KARABUK 01	Lect. Oya Onalan LLP/ International Relations Coordinator	04/04/2017	<i>Oya Onalan</i>



⁷ Scanned signatures are accepted



Erasmus+ Programme

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Karabuk University	TR KARABUK 01	Lect. Oya Onalan LLP/International Relations Coordinator Tel: +90 370 433 6678 Fax: +90 370 4336697 E.mail: oyaonalan@karabuk.edu.tr	www.karabuk.edu.tr http://uluslararasi.karabuk.edu.tr/ects/default.aspx

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[Paragraph to be added, if the agreement is signed for more than one academic year:]

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			control and applications		days
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TR KARABUK 01

ECTS SYSTEM	KBU GRADING SYSTEM		
	Assoc. & Bachelor's Degree		
Letter Grades	Letter	Grading	Grading
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B	A2	80-89	3.50
C	B1	70-79	3.00
D	B2	65-69	2.75
	C	60-64	2.50
E	G		0
FX	F3		
F	F1 F2 K		

Failing Grades:

1. F1: is given to students who do not fulfil the requirements for attendance, and who do not have to take the final or makeup examination, coefficient is zero
2. F2: is given to students who attend the classes regularly, but do not take the final or makeup examinations, coefficient is zero
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ECTS SYSTEM	KBU GRADING SYSTEM					
	Master's Degree			Doctorate's Degree		
Letter Grades	Letter Equivalent	Grading in 100	Grading in 4.00	Letter Equivalent	Grading in 100	Grading in 4.00
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C	BB	75-84	3.00	BB	75-84	3.00
D	CB	65-74	2.50			
E	G		0	G		0
FX	F1			F1		
F	F2			F2		
	F3			F3		
	K/E			K/E		

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
UK WOLVERH 01	Tracy Gold Tel: +44(0)1902 322722 Email: T.Gold@wlv.ac.uk	https://www.wlv.ac.uk/international/visas-and-immigration/
TR KARABUK 01	Kerim Tanis Tel: +903704336687 kerimtanis@karabuk.edu.tr	http://uluslararasi.karabuk.edu.tr/ects/default

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
UK WOLVERH 01	Tracy Gold Tel: +44(0)1902 322722 Email: T.Gold@wlv.ac.uk	https://www.endsleigh.co.uk/personal/home-insurance/student-room-insurance/
TR KARABUK 01	Kerim Tanis Tel: +903704336687 kerimtanis@karabuk.edu.tr	http://uluslararasi.karabuk.edu.tr/ects/default.aspx

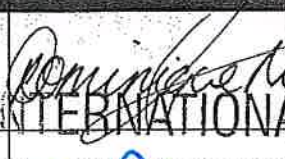
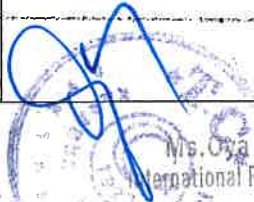
4. Housing

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
UK WOLVERH 01	Tracy Gold Tel: +44(0)1902 322722 Email: T.Gold@wlv.ac.uk	https://www.wlv.ac.uk/study-here/accommodation/
TR KARABUK 01	Kerim Tanis Tel: +903704336687 kerimtanis@karabuk.edu.tr	http://uluslararasi.karabuk.edu.tr/ects/default.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
UK WOLVERH 01	Dominique Nield International Partnerships & Programmes Manager	06.5.15	
TR KARABUK 01	Lect. Oya Onalan LLP/ International Relations Coordinator		

UNIVERSITY OF
WOLVERHAMPTON

INTERNATIONAL CENTRE

12 MAY 2015



Mrs. Oya ONALAN
International Relations Coord

⁷ Scanned signatures are accepted