



PWSiP

The State Higher School
of Computer Science and Business
Administration in Lomza

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)
THE STATE HIGHER SCHOOL OF COMPUTER SCIENCE AND BUSINESS ADMINISTRATION IN LOMZA, POLAND (PWSiP)	PL LOMZA03	Lilianna Rywacka, Head of International Relations Department, Erasmus Institutional Co-ordinator 14 Akademicka Str. 18-400 Łomża, POLAND Phone: +48 86 215 6608 Fax: +48 86 215 6600 lrywacka@pwsip.edu.pl	http://pwsip.edu.pl
KARABUK UNIVERSITY	TR KARABUK01	Lect.Oya Onalan LLP /International Relations Coordinator Tel :+ 90 370 433 6687 Fax :+ 90 370 4336697 E-mail :oyaonalan@karabuk.edu.tr	http://uluslararasi.karabuk.edu.tr/ects/default.aspx

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, 1 st , 2 nd or 3 rd]	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 LOMZA03	TR KARABUK01	09.0	Languages	1	2 (2x5) = 10	
		11.3	Computer Science	1	2 (2x5) = 10	
		04.0	Business Studies	1	2 (2x5) = 10	
TR KARABUK01	PL LOMZA03	09.0	Languages	1	2 (2x5) = 10	
		11.3	Computer Science	1	2 (2x5) = 10	
		04.0	Business Studies	1	2 (2x5) = 10	

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 LOMZA03	TR KARABUK01	09.0	Languages	1 week	
		11.3	Computer Science	1 week	
		04.0	Business Studies	1 week	

TR KARABUK01	PL LOMZA03	09.0	Languages	1 week	
		11.3	Computer Science	1 week	
		04.0	Business Studies	1 week	

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]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching
PL LOMZA03	Polish	English	B1- English	B2 - English
TR KARABUK01	Turkish	English	B1- English	B2 - English

D. Additional requirements

KARABUK UNIVERSITY (TR KARABUK01)

PWSiP (PL LOMZA03)

Buildings at PWSiP are totally adjusted to the needs of disabled students, equipped with specialized equipment such as: induction loops for people who have problems with hearing, Braille monitor, printer, notebook and speech synthesis for blind people and those who have failing eyesight as well. The Dean Office and Education Department assure help and assistance

E. Calendar

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

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>

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL LOMZA03	May 30 th	November 30 th
TR KARABUK01	May31th	October31th

KARABUK UNIVERSITY (TR KARABUK01)

PWSiP (PL LOMZA03)

2. The receiving institution will send its decision within 2 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 will be in effect for the full duration of the ERASMUS+ Programme. In case of premature termination, a notice of at least one academic year will 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

KARABUK UNIVERSITY (TR KARABUK01)

ECTS SYSTEM	KBU GRADING SYSTEM		
	Assoc. & Bachelor's Degree		
Letter Grades	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		
F	F1		
	F2		
	K		

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
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	

Failing Grades

- 1) F1: is given to students who do not fulfill the requirements for attendance, and who do not have right 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 below 50 or whose percentage of final grade is below 60, coefficient is zero. It is also given to students who do not have right to take final or makeup examinations due to their inefficiency of practice.
- 4) K: is given to students who fail the course. It is for non-credit courses
- 5) G: Pass (Out of Grade)

ECTS grading scale:

PWSliP (PL LOMZA03)

ECTS grading scale:

ECTS Grade	Polish Grade	Definition	
A	5	EXCELLENT	all learning outcomes achieved at the highest level
B	4,5	VERY GOOD	learning outcomes achieved at the level significantly above average
C	4	GOOD	learning outcomes achieved at the above average level
D	3,5	SATISFACTORY	learning outcomes achieved at the satisfactory level
E	3	SUFFICIENT	learning outcomes achieved at the minimum level
FX, F	2	FAIL	assumed learning outcomes not achieved

ECTS credits:

one semester
30 ECTS credits

one full academic year
60 ECTS credits

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 LOMZA03	Ministry of Foreign Affairs Republic of Poland	http://www.msz.gov.pl/en/
TR KARABUK01	embassy.warsaw@mfa.gov.tr	http://varsova.be.mfa.gov.tr/ContactInfo.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 LOMZA03	European Commission (Employment, Social Affairs &	http://ec.europa.eu/social/main.jsp?cat

	<u>Inclusion</u>) Anna Borawska, International Relations Department, 14 Akademicka Str. 18-400 Łomża, POLAND Phone: +48 86 215 6608 Fax: +48 86 215 6600 aborawska@pwsip.edu.pl	<u>Id=559</u>
TR KARABUK01		

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 LOMZA03	Anna Borawska, International Relations Department, 14 Akademicka Str. 18-400 Łomża, POLAND Phone: +48 86 215 6608 Fax: +48 86 215 6600 aborawska@pwsip.edu.pl	http://www.pwsip.edu.pl
TR KARABUK01		http://www.altinkalemkarabuk.com/iletisim.html http://www.cebioglugrup.com/tr/contact/ Girls: http://www.yurtlarburada.com/karabuk/de/yurtlar/ozel-kiz-ogrenci-yurtlari-yurdu http://karabukevim.com/?page_id=8 https://plus.google.com/108928705950560992220/about?gl=tr&hl=tr

	<p>https://plus.google.com/110378798161805439942/about?gl=tr&hl=tr</p> <p>http://beyazincisafranbolu.com/index.php?islem=iletisim</p> <p>http://www.karabukcelebikizyurdu.com/iletisim.html</p> <p>http://www.ayvazlaryurt.com/iletisim.asp</p> <p>Boys:</p> <p>http://www.yurtlarburada.com/karabuk/de/yurtlar/ozel-erkek-ogrenci-yurtlari-yurdu</p> <p>https://plus.google.com/101993924644974471698/about?gl=tr&hl=tr</p> <p>https://plus.google.com/117447428061025925248/about?gl=tr&hl=tr</p> <p>http://www.pansiyonadres.com/iletisim.html</p> <p>https://plus.google.com/108641637779944114075/about?gl=tr&hl=tr</p> <p>http://www.adayurt.com/iletisim.html</p> <p>http://www.karabukerkekogrenciyurdu.com/?SyfNmb=3&pt=iletisim</p> <p>https://plus.google.com/114280855544603544928/about?gl=tr&hl=tr</p> <p>https://plus.google.com/103254572534164339911/about?gl=tr&hl=tr</p> <p>http://www.koroglu yurdu.com/iletisim.html</p> <p>http://www.karabukpansiyonu.com/iletisim.ht</p>
--	---

G. SIGNATURES OF THE INSTITUTIONS (legal representatives or delegates e.g. dean of the faculty)

Institution [Erasmus code]	Name, function	Date	Signature ²
PL LOMZA03	Assoc. Prof. PhD. Robert Charmas, Rector	12.12.2013r.	
TR KARABUK01	Prof.Dr.Burhanettin Uysal Rector	21 NOV 2013	

² Scanned signatures are accepted