



Erasmus+ Programme

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

Inter-institutional¹ agreement agreement 2014/15-2020/21 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	Erasmus code	Contact details	Website
Karabuk University	TR KARABUK01	Lect.Oya Önalán LLP /International Relations Coordinator Tel :+ 90 370 433 6687 Fax :+ 90 370 4336697 E-mail :oayaonalan@karabuk.edu.tr	http://uluslararasi.karabuk.edu.tr/ects/default.aspx
University of Social Sciences and Humanities	PL WARSZAW37	Magdalena Krusiewicz International Exchange Coordinator Erasmus Institutional Coordinator University of Social Sciences and Humanities ul. Chodakowska 19/31	http://www.swps.edu.pl

		03-815 Warsaw, Poland email: mkrusiewicz@swps.edu.pl phone: +48 22 517 98 67 fax: +48 22 740 90 10	

B. Mobility numbers² 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 WARSZAW 37	TR KARABUK 01	311	Psychology	1	2x5=10	
TR KARABUK 01	PL WARSZAW37	311	Psychology	1	2x5=10	
PL WARSZAW 37	TR KARABUK 01	222	English Language and Literature	1,2	3x5=15	
TR KARABUK 01	PL WARSZAW37	222	English Language and Literature	1,2	3x5=15	
PL WARSZAW 37	TR KARABUK 01	314	Economics	1,2	3x5=15	
TR KARABUK 01	PL WARSZAW37	314	Economics	1,2	3x5=15	
PL WARSZAW 37	TR KARABUK 01	34	Business and administration	1,2	3x5=15	
TR KARABUK 01	PL WARSZAW37	34	Business and administration	1,2	3x5=15	

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 WARSZAW 37	TR KARABUK 01	311	Psychology	tbd	tbd
TR KARABUK 01	PL WARSZAW37	311	Psychology	tbd	tbd
PL WARSZAW 37	TR KARABUK 01	222	English Language and Literature	tbd	tbd
TR KARABUK 01	PL WARSZAW37	222	English Language and Literature	tbd	tbd
PL WARSZAW 37	TR KARABUK 01	314	Economics	tbd	tbd
TR KARABUK 01	PL WARSZAW37	314	Economics	tbd	tbd
PL WARSZAW 37	TR KARABUK 01	34	Business and administration	tbd	tbd
TR KARABUK 01	PL WARSZAW37	34	Business and administration	tbd	tbd

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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL WARSZAW37		English	Polish	English: B1 / Polish: B1	English: B2 / Polish: B2
TR KARABUK01		English	Turkish	B1 English	B2 English

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

PL WARSZAW37: No additional requirements. The university is fully accessible to persons with reduced mobility.

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 WARSZAW37	30 June	30 November
TR KARABUK01	May31th	October31th

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

[In the event of unilateral termination, a notice of at least one academic year should be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.]

³For 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>

F. Information

1. Grading systems of the institutions

PL WARSZAW37: Grading System

Descriptive grade	Grade	Descriptive Grade (in English)	% of successful students normally achieving the grade	Definition
bardzo dobry	5,0	very good	10	Outstanding performance with only minor errors
dobry plus	4,5	good plus	20	Very good performance with some errors
dobry	4,0	good	30	Good performance, however with notable errors
dostateczny plus	3,5	sufficient plus	25	Satisfactory performance, however with substantial errors
dostateczny	3,0	sufficient	15	Knowledge and skills meeting minimum criteria
niedostateczny	2,0	unsatisfactory	n/a	Knowledge and skills not meeting minimum criteria
zaliczone	zal	credit received	n/a	Knowledge and skills meeting minimum criteria
niezaliczone	nzal	credit not received	n/a	Knowledge and skills not meeting minimum criteria

ECTS SYSTEM	KBU GRADING SYSTEM		
	Assoc. & Bachelor's Degree		
Letter Grades	Letter	Grading	Grading
	Equivalent	in 100	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		

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
- 4) K: is given to students who fail the course. It is for non-credit courses
- 5) G: Pass (Out of Grade)

ECTS SYSTEM	KBU GRADING SYSTEM					
	Master's Degree			Doctorate's Degree		
Letter Grades	Letter	Grading	Grading	Letter	Grading	Grading
	Equivalent	in 100	in 4.00	Equivalent	in 100	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		

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]	Website for information
PL WARSZAW37	http://www.swps.pl/english-version/practical-information/living-in-poland
TR KARABUK01	http://varsova.be.mfa.gov.tr/

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]	Website for information
PL WARSZAW37	http://www.swps.pl/english-version/practical-information/living-in-poland
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]	Website for information
PL WARSZAW37	http://www.swps.pl/english-version/practical-information/living-in-poland
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>

G. SIGNATURES OF THE INSTITUTIONS

Institution [Erasmus code]	Name, function	Date	Signature ⁴
PL WARSZAW37	Prof. Teresa Gardocka, Vice Rector for International Affairs	24.01. 2014	
R KARABUK01	Prof.Dr.Burhanettin Uysal Rector	24/01/2014	

⁴Scanned signatures are accepted