



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 ¹ (email, phone)	Website (eg. of the course catalogue)
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
University of Technology and Life Sciences in Bydgoszcz	PL BYDGOSZ02	Erasmus Coordinator Małgorzata jaroszevska +48 52 3749 299 jaroszevska@utp.edu.pl Faculty of Mechanical Engineering dr inż. Marek SZCZUTKOWSKI m.szczutkowski@utp.edu.pl Faculty of Management Dr. inż Małgorzata Michalcewicz Malgorzata.Michalcewicz@utp.edu.pl	www.utp.edu.pl

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

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 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 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 *
TR KARABUK01	PL BYDGOSZ02	06.1	Mechanical Engineering	1 st , 2 nd , 3 rd ,	2 (10 months)	To be declare
PL BYDGOSZ02	TR KARABUK01	06.1	Mechanical Engineering	1 st , 2 nd , 3 rd	2 (10 months)	To be declare
TR KARABUK01	PL BYDGOSZ02	02.1 06.4	Architecture Civil Engineering	1 st , 2 nd , 3 rd	2 (10 months)	To be declare
PL BYDGOSZ02	TR KARABUK01	02.1 06.4	Architecture Civil Engineering	1 st , 2 nd , 3 rd	2 (10 months)	To be declare
TR KARABUK01	PL BYDGOSZ02	06.2	Electrical Engineering	1 st , 2 nd , 3 rd	2 (10 months)	To be declare
PL BYDGOSZ02	TR KARABUK01	06.2	Electrical Engineering	1 st , 2 nd , 3 rd	2 (10 months)	To be declare

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 *

² 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>

**ISCED CODE 2011/ISCED CODE 2013

TR KARABUK01	PL BYDGOSZ02	521	Mechanical Engineering	2 (5 days)	2 (5 days)
PL BYDGOSZ02	TR KARABUK01	521	Mechanical Engineering	2 (5 days)	2 (5 days)
TR KARABUK01	PL BYDGOSZ02	529	Engineering and engineering trades	2 (5 days)	2 (5 days)
PL BYDGOSZ02	TR KARABUK01	529	Engineering and engineering trades	2 (5 days)	2 (5 days)
TR KARABUK01	PL BYDGOSZ02	521	Mechanical Engineering	2 (5 days)	2 (5 days)
PL BYDGOSZ02	TR KARABUK01	521	Mechanical Engineering	2 (5 days)	2 (5 days)
TR KARABUK01	PL BYDGOSZ02	34	Business and administration	2 (5 days)	2 (5 days)
PL BYDGOSZ02	TR KARABUK01	34	Business and administration	2 (5 days)	2 (5 days)

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]
TR KARABUK01		English	Turkish	B1	B2
PL BYDGOSZ02		English	Polish	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

TR KARABUK01:

PL BYDGOSZ02:

- Incoming teaching staff must be individually accepted by the UTP Faculty that coordinates the bilateral agreement. The acceptance will be based on the candidate's working plan and its adequacy to the teaching programme of the Faculty.
- Incoming non-teaching staff must be individually accepted by the department, service or unit concerned, based on the proposed working plan and the availability of the department, service or unit to host visitors.

³ 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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR KARABUK01	May31th	October31th
PL BYDGOSZ02	30 June	30 November

F. Information

1. Grading systems of the institutions

TR KARABUK01:

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 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 F3 K/E			F2 F3 K/E		

PL BYDGOSZ02:

Local grade	ECTS grade	% of successful students normally achieving the grade	Definition
5	A	10	EXCELLENT – outstanding performance with only minor errors
4,5	B	15	VERY GOOD – above the average standard but with some mistakes
4	C	30	GOOD – generally sound work with a number of notable mistakes
3,5	D	25	SATISFACTORY – acceptable but with significant mistakes and lack of knowledge
3	E	20	SUFFICIENT – work and results fulfil minimum criteria
2	F	-	FAIL – credit can be awarded when the student takes the course again

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	Website for information
TR KARABUK01	embassy.warsaw@mfa.gov.tr	http://varsova.be.mfa.gov.tr/
PL BYDGOSZ02	jaroszevska@utp.edu.pl	http://www.msz.gov.pl/en/

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	Website for information
TR KARABUK01		
PL BYDGOSZ02	jaroszevska@utp.edu.pl	http://www.utp.edu.pl/en/index.php

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
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 https://plus.google.com/110378798161805439942/about?gl=tr&hl=tr http://beyazincisafanbolu.com/index.php?islem=iletisim http://www.karabukcelebikizyurdu.com/iletisim.html http://www.avvazlaryurt.com/iletisim.asp Boys: http://www.yurtlarburada.com/karabuk/de/yurtlar/ozel-erkek-ogrenci-yurtlari-yurdu https://plus.google.com/101993924644974471698/about?gl=tr&hl=tr https://plus.google.com/117447428061025925248/about?gl=tr&hl=tr http://www.pansiyonadres.com/iletisim.html https://plus.google.com/108641637779944114075/about?gl=tr&hl=tr
PL BYDGOSZ02	jaroszevska@utp.edu.pl	http://www.utp.edu.pl/en/index.php

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
TR KARABUK01	Prof. Dr. Burhanettin uysal Rector	04 DEC 2013	
PL BYDGOSZ02	Prof. Marek Bieliński Vice-Rector for External Affairs	17.12.2013	

⁴ Scanned signatures are accepted

INTER-INSTITUTIONAL AGREEMENT
LLP (LifeLong Learning Programme): HIGHER EDUCATION (ERASMUS)

The academic year(s) for which the agreement is valid: **2010 - 2013**

between (name and ERASMUS ID code of the institution)	Karabuk University - TR KARABUK 01
contact person (name, address, phone, fax, E-mail)	Oya Önalan Address : Balıklarkayası 100.Yıl, 78050 Karabük , Turkey Tel :+ 90 370 433 6687; Fax :+ 90 370 4336697 E-mail: oyaonalan@karabuk.edu.tr
and (name and ERASMUS ID code of the institution)	University of Technology and Life Sciences - PL BYDGOSZ02
contact person (name, address, phone, fax, E-mail)	Joanna Siolkowska – International Relations Office Address : RCI, Prof. Kaliskiego 7, 85-789 Bydgoszcz, Poland Tel : +48 52 3749364 ; Fax: +48 52 3749399 E-mail: joanna.siolkowska@utp.edu.pl

full legal name of the institutions in their national languages and ERASMUS ID codes

The above parties agree to co-operate in the activities shown below within the LLP/ERASMUS programme. Both parties agree to abide by the principles and conditions set out in the Erasmus University Charter granted for the academic years 2008/2013. The parties of this agreement undertake to abide by the agreed terms of this co-operation agreement.

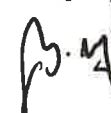

SMS – student mobility for study

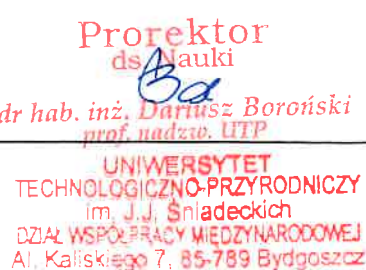
Subject area code		Level			Country		Total number	
Code	Name	UG	Post-graduate	Doctoral	Home	Host	Students	Student months (= sum)
02.1	Architecture	X	X		TR	PL	3	15
02.1	Architecture	X	X		PL	TR	2	10
06.1	Mechanical Eng.	X	X	X	TR	PL	2	10
06.1	Mechanical Eng.	X	X	X	PL	TR	2	10
06.2	Electrical Eng.	X	X		TR	PL	2	10
06.2	Electrical Eng.	X	X		PL	TR	2	10
06.3	Chemical Eng.	X	X		TR	PL	2	10
06.3	Chemical Eng.	X	X		PL	TR	2	10
06.4	Civil Engineering	X	X		TR	PL	2	10
06.4	Civil Engineering	X	X		PL	TR	2	10
06.7	Material Science	X	X		TR	PL	4	20
06.7	Material Science	X	X		PL	TR	4	20

STA – mobility for teaching assignments (1-8 weeks)

Subject area code	Topic(s) taught	Name of the staff member	Home country	Host country	Duration in number of weeks	Number of teaching hours per week
06.0	Engineering, Technology	NN	TR	PL	1	5
06.0	Engineering, Technology	NN	PL	TR	1	5
14.3	Economics	NN	TR	PL	1	5
14.3	Economics	NN	PL	TR	1	5
11.1	Mathematics	NN	TR	PL	1	5
11.1	Mathematics	NN	PL	TR	1	5

Signatures of the legal representatives/heads of institutions of both institutions:

Name of institution: Karabuk University	Name of institution: University of Technology and Life Sciences
Name and status of the official representative: Prof. Dr. Burhanettin Uysal - Rector	Name and status of the official representative: Prof. Dariusz Boroński – Vice Rector for Sciences
Signature: 	Signature: 
Date: 28/12/09	Date: 11.12.2009

Prorektor ds. Nauki

dr hab. inż. Dariusz Boroński
prof. nadzw. UTP
UNIwersytet Technologiczno-Przyrodniczy
im. J.J. Śniadeckich
DZIAŁ WSPÓŁPRACY MIĘDZYNARODOWEJ
Al. Kaliskiego 7, 85-789 Bydgoszcz

**Inter – Institutional Agreement for the academic year 2011/12 - 2013/14
LLP / ERASMUS (higher education)**

between <i>(name and ERASMUS ID code of the institution in original and English)</i>	UNIWERSYTET TECHNOLOGICZNO - PRZYRODNICZY – PL BYDGOSZ02 University of Technology and Life Sciences webpage : http://www.utp.edu.pl
Institutional coordinator <i>(name, address, phone, fax, E-mail)</i>	Joanna Siolkowska – International Relations Office, 7 Kaliskiego St., 85-789 Bydgoszcz, Poland; phone +48 52 3749364, fax +48 52 3749399, e-mail: siolkowj@utp.edu.pl
Contact person <i>(name, address, phone, fax, E-mail)</i>	Dr Małgorzata Michalcewicz-Kaniowska – Faculty of Management, 430 Fordonska St., 85-783 Bydgoszcz, Poland phone: + 48 52 3408 228, fax: +48 52 3408 218, e-mail malgosia@utp.edu.pl
and <i>(name and ERASMUS ID code of the institution in original and English)</i>	KARABUK UNIVERSITY-TR KARABÜK01 http://karabuk.edu.tr/en
Institutional & departmental coordinator <i>(name, address, phone, fax, E-mail)</i>	International Relations Coordinator/Institutional Erasmus & ECTS Coordinator Lect.Oya ONALAN Tel: +90 370 433 66 87 ext:2249 Fax: +90 370 433 66 97 e-mail: oyaonalan@karabuk.edu.tr
Contact person <i>(name, address, phone, fax, E-mail)</i>	Dr. Gulay GUNAY-Faculty of Economics and Administrative Science, Department of Economics, Karabuk, Turkey Phone: +90 370 4333155/1435, fax: +90 370 4333156, email: ggunay@karabuk.edu.tr

full legal name of the institutions in their national languages and ERASMUS ID codes

The above parties confirm that structure and content of study programmes (curricula) have been checked against feasibility to give the student full academic recognition. Both parties agree to co-operate in the Erasmus activities shown below.

Both parties agree to work according to the principles of the Erasmus University Charter and to facilitate information on any issue that can facilitate the mobility of students, teaching staff and other staff.

SMS – student mobility for study

Subject area code	Name	Home country	Host country	Number of students per year	Number of student months
04.0	Management Sciences	PL/TR	TR/PL	2 + 2	12 + 12
14.3	Economics	TR/PL	PL/TR	2 + 2	12 + 12


STA –staff mobility for teaching assignment

Subject area code	Name	Home country	Host country	Number of teachers per year
04.0	Management Sciences	PL/TR	TR/PL	1 + 1
14.3	Economics	TR/PL	PL/TR	1 + 1

STT – staff mobility for training

Subject area code	Home country	Host country	Number of other staff mobility per year

Signatures of the legal representatives of both institutions:

Name of institution: Uniwersytet Technologiczno - Przyrodniczy	Name of institution: Karabuk University
Name and status of the official representative: Prof. Dariusz Boroński – Vice-Rector for Sciences	Name and status of the official representative: Lect.Oya Onalan -LLP/Institutional Coordinator
Signature:  <i>dr hab. inż. Dariusz Boroński</i> prof. nadzw. UTP	Signature: 
Date: UNIWERSYTET TECHNOLOGICZNO-PRZYRODNICZY im. J.J. Śniadeckich DZIAŁ WSPÓŁPRACY MIĘDZYNARODOWEJ Al. Kaliskiego 7, 85-789 Bydgoszcz	Date:

27. 06. 2012

UNIWERSYTET TECHNOLOGICZNO-PRZYRODNICZY
im. J.J. Śniadeckich
DZIAŁ WSPÓŁPRACY MIĘDZYNARODOWEJ
Al. Kaliskiego 7, 85-789 Bydgoszcz