



Academic
Interests

Turizm



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
UNIVERSITATEA "TRANSILVANIA" DIN BRASOV	RO BRASOV01	Erasmus Office: Bulevardul Eroilor 29, 500036 – Brasov Tel. & fax:+40 268 473473 E-mail: erasmus@unitbv.ro University Erasmus Coordinator: Prof. dr. Sorin ZAMFIRA Email: zamfira@unitbv.ro Departmental Erasmus Coordinator: Conf. dr.eng. Ioana Sonia COMANESCU ioanacom@unitbv.ro	http://www.unitbv.ro/orien/

¹ Contact 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 Traineeship s *
TR KARABUK01	RO BRASOV01	1013/1015	Tourism	1 st 2 nd	=10(2Students*5months)	
RO BRASOV01	TR KARABUK01	1013/1015	Tourism	1 st 2 nd	=10(2Students*5months)	

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 *
TR KARABUK01	RO BRASOV01	1013/1015	Tourism	=2x1 week	1x1 week
RO BRASOV01	TR KARABUK01	1013/1015	Tourism	=2x1 week	1x1 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]	Optional: Subject area	Language of instruc- tion 1	Language of instruc- tion 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 English	B2 English
RO BRASOV01		Romanian	English	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].

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>)

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>

D. Additional requirements

RO BRASOV01:

1. Selection/preparation/integration of incoming students and staff will be carried out in accordance with the principles of the Erasmus University Charter. Additional information is provided at <http://www.unitbv.ro/orien/>.
2. Partner Universities will send a detailed nomination list with the beneficiaries of the Erasmus mobility, by e-mail, to erasmus@unitbv.ro, together with the required documents. The required documents will be sent by e-mail (pdf format) and the originals by post to the Erasmus Office address.
3. We could specify in due time, upon request, if special needs of students and staff with disabilities can be fulfilled.

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
RO BRASOV01	15 th of July	15 th of January

2. The receiving institution will send its decision within 4 weeks (minimum)
3. A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

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

TR KARABUK01:

ECTS SYSTEM	KBU GRADING SYSTEM		
	Assoc. & Bachelor's Degree		
Letter Grades	Letter	Grading in 100	Grading in 4.00
F	F Equivalent		
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		

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			F2		
	F3			F3		
	K/E			K/E		

RO BRASOV01:

(1 credit = 25 hours total work)

1 full academic year = 60 credits

1 semester = 30 credits

3 months = 20 credits

Grading distribution will be provided by student's Transcript of Records.

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		http://uluslararasi.karabuk.edu.tr/ects/default.aspx
RO BRASOV01	erasmus@unitbv.ro 0040 268 473 473	http://unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.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	Website for information
TR KARABUK01		http://uluslararasi.karabuk.edu.tr/ects/default.aspx
RO BRASOV01	erasmus@unitbv.ro 0040 268 473 473	http://unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx

4. Housing 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
RO BRASOV01	erasmus@unitbv.ro 0040 268 473 473	http://unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx
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/10892870595056099070/about?gl=tr&hl=tr https://plus.google.com/110378798161805439942/about?gl=tr&hl=tr http://beyazincisafranbolu.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

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
TR KARABUK01	Prof.Dr.Burhanettin Uysal Rector	30.06.2014	
RO BRASOV01	Prof. Ioan Vasile ABRUDAN RECTOR	02-05-2014	

⁴ Scanned signatures are accepted



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional agreement 2015-2021

between program 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 (e.g. of the course catalogue)
Transilvania University of Brasov, Romania	RO BRASOV01	Institutional Coordinator Prof. Dr. Camelia DRAGHICI , c.draghici@unitbv.ro Erasmus Office B-dul Eroilor nr 29. RO-500036 Brasov. Romania. ☎ : +40 268473473 ☎ : +40 268473473. erasmus@unitbv.ro	www.unitbv.ro
		Departmental coordinator Material Science and Engineering Assoc.Prof. Dr.Dana LUCA MOTOC E-mail: danaluca@unitbv.ro	
		Contact person-Department of Materials Science Prof. Dr. Ioan MILOSAN E-mail: milosan@unitbv.ro Contact person-Department of Materials Engineering and Welding Assoc. Prof. Dr. Dorin Ioan CATANA E-mail: catana.dorin@unitbv.ro	
Karabuk University Turkey	TR KARABUK01	LLP /International Relations Coordinator Lect.Oya Onalan Tel :+ 90 370 433 6687 Fax :+ 90 370 4336697 E-mail : oyaonalan@karabuk.edu.tr	http://uluslararasi.karabuk.edu.tr/en/default.html
		Departmental coordinator Doç.Dr. Fatma MEYDANERİ E-mail: fatmameydaneri@karabuk.edu.tr	
		Contact person-Department of Materials Engineering and Welding Assit.Prof. Mehmet Ünal E-mail: munal@karabuk.edu.tr	

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

B. Mobility numbers per 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*
RO BRASOV01	TR KARABUK01	0722	Materials (wood, paper, plastic, glass)	2, 3	2x10=20 months	2x3=6 months
TR KARABUK01	RO BRASOV01	0722	Materials (wood, concrete, steel, pavement)	2, 3	2x10=20 months	2x3=6 months

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*
RO BRASOV01	TR KARABUK01	0722	Materials (wood, paper, plastic, glass)	2x8=16 hours	-
TR KARABUK01	RO BRASOV01	0722	Materials (wood, concrete, steel, pavement)	2x8=16 hours	-

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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
RO BRASOV01		Romanian	English	B1 - English	B2 - English
TR KARABUK01		Turkish	English	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].

² 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>

D. Additional requirements

1. RO BRASOV01

Selection/preparation/integration of incoming students and staff will be carried out in accordance with the principles of the Erasmus University Charter. Additional information is provided at <http://www.unitbv.ro/orien/>.

Partner Universities will send a detailed nomination list with the beneficiaries of the Erasmus mobility, by e-mail, to incoming@unitbv.ro, together with the required documents. The required documents will be sent by e-mail (pdf format) and the originals by post to the Erasmus Office address.

We could specify in due time, upon request, if special needs of students and staff with disabilities can be fulfilled

2. TR KARABUK01

Selection/preparation/integration of incoming students and staff will be carried out in accordance with the principles of the Erasmus University Charter. Additional information is provided at <http://uluslararasi.karabuk.edu.tr/hayatboyu/en/index.htm>

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

Partner Universities will send a detailed nomination list with the beneficiaries of the Erasmus mobility, by e-mail, to kerimtanis@karabuk.edu.tr, together with the required documents. The required documents will be sent by e-mail (pdf format) and the originals by post to the Erasmus Office address.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
RO BRASOV01	July 15 th	January 15 th
TR KARABUK01	May31 st	October31 st

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

2. The receiving institution will send its decision within [x] weeks

RO BRASOV01 will send to the partner institution the acceptance letter within maximum 4 weeks from the reception of the required documents, according to the information provided at <http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx>.

TR KARABUK01 will send to the partner institution the acceptance letter within maximum 4 weeks from the reception of the required documents.

3. A Transcript of Records will be issued by the receiving institution no later than [x] weeks after the assessment period has finished at the receiving HEI.

Transcript of Records will be issued by **RO BRASOV01** no later than 4 weeks after the assessment period has finished, and sent by post to home institution.

Transcript of Records will be issued by **TR KARABUK** no later than 4 weeks after the assessment period has finished, and sent by post to home institution.

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

RO BRASOV01 Credits (1 credit = 25 hours total work)

1 full academic year = 60 credits

1 semester = 30 credits

3 months = 20 credits

Grading distribution will be provided by student's Transcript of Records.

TR KARABUK01 Credits (1 credit = 25 hours total work)

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		

See below.

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			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
RO BRASOV01	incoming@unitbv.ro 0040 268 473 473	http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx
TR KARABUK01	Email : kerimtanis@karabuk.edu.tr	http://uluslararasi.karabuk.edu.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. Information and assistance can be provided by the following contact points and information sources:


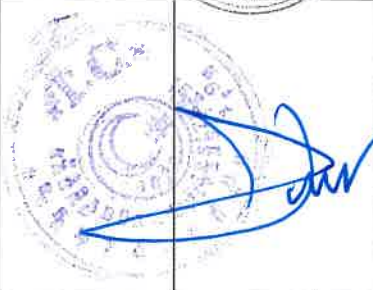
Institution [Erasmus code]	Contact details (email, phone)	Website for information
RO BRASOV01	incoming@unitbv.ro 0040 268 473 473	http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx
TR KARABUK01	Email: kerimtanis@karabuk.edu.tr	http://uluslararasi.karabuk.edu.tr/hayatboyu/en/index.htm

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
RO BRASOV01	incoming@unitbv.ro 0040 268 473 473	http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx
TR KARABUK01	Email: kerimtanis@karabuk.edu.tr	

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
RO BRASOV01	Prof. Dr. Eng. Ioan Vasile ABRUDAN Rector	06.07.2015	
TR KARABUK 01	Prof. Dr. Refik POLAT		

³ Scanned signatures are accepted



Electrical, Computer, Engineering
Foreign Languages, Mathematics



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2021²

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

Institution ERASMUS code	Contact details ³ (address, email, phone)	Website (eg. of the course catalogue)
TRANSILVANIA UNIVERSITY OF BRASOV RO BRASOV01	Institutional Coordinator: Prof. dr. Sorin ZAMFIRA Transilvania University of Brasov Blvd. Eroilor nr. 29, 500036, Brasov, Romania Tel., Fax: +40-268- Email: zamfira@unitbv.ro Departmental IEFA Coordinator: Lecturer dr.eng. Carmen LUNGOCI: lungoci@unitbv.ro	http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents.aspx
KARABUK UNIVERSITY TR KARABUK01	LLP Institutional Coordinator Mrs. Oya ONALAN, Karabuk University, International Relations. Balıklarkayası Mevkii, 100. Yıl 78050 Karabuk, Turkey Tel: +90 370 4336687, Fax: +90 370 4336697 E-mail: Erasmus@karabuk.edu.tr Departmental coordinator Dr. Habibe USLU Karabuk University, Faculty of Engineering, Dept. of Electrical and Electronics Engineering Tel: +90-370-4332020-1156, Fax: +90 370 4336697 Email: habibeuslu@karabuk.edu.tr Contact person Prof. Dr. Eng. Mihai CERNAT Karabuk University, Faculty of Engineering, E-mail: mcernat@karabuk.edu.tr	University's home page http://www.karabuk.edu.tr/EN/ in English Course Catalogue http://uluslararasi.karabuk.edu.tr/en/ in English

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.]

Student mobility:

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	RO BRASOV01	522, 523, 481	Electrical and Electronics Engineering, Computer Engineering	1 st , 2 nd , 3 rd	10 (2 students x 5 months)	6 (2 students x 3 months)
RO BRASOV01	TR KARABUK01	522, 523, 481	Electricity and Energy, Electronics and Automation, Computer Science	1 st , 2 nd , 3 rd	10 (2 students x 5 months)	6 (2 students x 3 months)
TR KARABUK01	RO BRASOV01	222	Foreign Languages	1 st , 2 nd ,	10 (2 students x 5 months)	
RO BRASOV01	TR KARABUK01	222	Foreign Languages	1 st , 2 nd ,	10 (2 students x 5 months)	
TR KARABUK01	RO BRASOV01	521	Mechanical Engineering	1 st , 2 nd ,	10 (2 students x 5 months)	
RO BRASOV01	TR KARABUK01	521	Mechanical Engineering	1 st , 2 nd ,	10 (2 students x 5 months)	
TR KARABUK01	RO BRASOV01	461	Mathematics	1 st , 2 nd ,	10 (2 students x 5 months)	
RO BRASOV01	TR KARABUK01	461	Mathematics	1 st , 2 nd ,	10 (2 students x 5 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.]

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>)

Staff mobility:

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 *
TR KARABUK01	RO BRASOV01	522, 523, 481	Electrical and Electronics Engineering, Computer Engineering	2 x 2 weeks	2x 2 weeks
RO BRASOV01	TR KARABUK01	522, 523, 481	Electricity and Energy, Electronics and Automation, Computer Science	2 x 2 weeks	2x 2 weeks
TR KARABUK01	RO BRASOV01	222	Foreign Languages	10=(2persons*5days)	
RO BRASOV01	TR KARABUK01	222	Foreign Languages	10=(2persons*5days)	
TR KARABUK01	RO BRASOV01	521	Mechanical Engineering	10=(2persons*5days)	
RO BRASOV01	TR KARABUK01	521	Mechanical Engineering	10=(2persons*5days)	
TR KARABUK01	RO BRASOV01	461	Mathematics	10=(2persons*5days)	
RO BRASOV01	TR KARABUK01	461	Mathematics	10=(2persons*5days)	

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies [Minimum	Staff Mobility for Teaching [Minimum

⁵For 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>

				recommended level: B1]	recommended level: B2]
TR KARABUK01		English	Turkish	B1/B2 English	B2 English
RO BRASOV01		English	Romanian	B1/B2 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

TR KARABUK01:

RO BRASOV01: Selection/preparation/integration of incoming students and staff will be carried out in accordance with the principles of the Erasmus University Charter. Additional information is provided at <http://www.unitbv.ro/orien/>.

We could specify in due time, upon request, if special needs of students and staff with disabilities can be fulfilled.

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
RO BRASOV01	15 th of July	15 th of January

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

2. The receiving institution will send its decision within [4] weeks (minimum).
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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
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. The termination clauses must include the following disclaimer: "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

At **TR KARABUK01:**

At **RO BRASOV01:**

(1 credit = 25 hours total work)
1 full academic year = 60 credits

1 semester = 30 credits
3 months = 20 credits

Grading distribution will be provided by student's Transcript of Records.

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	
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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
TR KARABUK01		http://uluslararasi.karabuk.edu.tr/ects/default.aspx
RO BRASOV01	erasmus@unitbv.ro 0040 268 473 473	http://unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx

3. Insurance

At **TR KARABUK01:**

At **RO BRASOV01:**

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:

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR KARABUK01		
RO BRASOV01	erasmus@unitbv.ro 0040 268 473 473	http://unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.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
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://beyazincisafranbolu.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/10864163779944114075/about?gl=tr&hl=tr
RO BRASOV01	erasmus@unitbv.ro	http://unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoring.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
TR KARABUK01	Prof.Dr.Burhanettin UYSAL RECTOR	17 FEB 2014	
RO BRASOV01	Prof. Ioan Vasile ABRUDAN RECTOR	11.02.2014	

⁶Scanned signatures are accepted