



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² 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 ³ (email, phone)	Website (eg. of the course catalogue)
SZENT ISTVÁN UNIVERSITY (Faculty of Economic, Agricultural and Health Studies)	H GODOLLO01	Institutional coordinator: Dr. Zsuzsanna Tarr (LLP Erasmus Coordinator) Phone: +36 28 522 000 /ext. 1017 ; e-mail: zsuzsanna.tarr@fh.szie.hu Contact person: Dr. Csilla Kiss (LLP Erasmus Coordinator) Phone: + 36 66 524 700 /ext. 1031; e-mail:	www.gk.sziu.hu

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.

		kiss.csilla@gk.szie.hu	
KARABUK UNIVERSITY	TR KARABUK 01	Lect.Oya Önalın LLP /International Relations Coordinator Balıklarkayası 100.Yıl 78050 Karabük /Turkey 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 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
H GODOLLO01	TR KARABUK01	340	Business and administration (broad programmes)	Short cycle; 1st	3x5 month= 15 months	2 student
		3452	Tourism, Catering, Hotel Management	Short cycle; 1 st	2x 5 months= 10 months	2 student
		521	Mechanical engineering	Short cycle; 1 st	2x 5 months= 10 months	2 student
		723	Nursing and caring	Short cycle; 1 st	2x5 months= 10 months	2 student

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>

TR KARABUK01	H GODOLLO01	340	Business and administration (broad programmes)	Short cycle; 1st	3x5 month= 15 months	2 student
		3452	Tourism, Catering, Hotel Management	Short cycle; 1 st	2x 5 months= 10 months	2 student
		521	Mechanical engineering	Short cycle; 1 st	2x 5 months= 10 months	2 student
		723	Nursing and caring	Short cycle; 1 st	2x5 months= 10 months	2 student

*[*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 [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
H GODOLLO01	TR KARABUK01	340	Business and administration	2x5= 10 days	2 member
		3452	Tourism, Catering, Hotel Management	2x5= 10 days	2 member
		521	Mechanical engineering	2x5= 10 days	2 member
		723	Nursing and caring	2x5= 10 days	2 member
TR KARABUK01	H GODOLLO01	340	Business and administration	2x5= 10 days	2 member
		3452	Tourism, Catering, Hotel Management	2x5= 10 days	2 member
		521	Mechanical engineering	2x5= 10 days	2 member
		723	Nursing and caring	2x5= 10 days	2 member

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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
H GODOLLO01	TR KARABUK01	Hungarian	English	B1	B2
TR KARABUK01	H GODOLLO01	Turkish	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution

D. Additional requirements

The institutions provide infrastructure for welcoming students and staff with disabilities.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
H GODOLLO01	June	November
TR KARABUK01	September 16th	February 17th

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

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

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>

4. Termination of the agreement

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

ECTS grading scale:

ECTS Grade	Hungarian Grade	Definition	
A	5	EXCELLENT	outstanding performance with only minor errors
B	5	VERY GOOD	above the average standard but with some errors
C	4	GOOD	generally sound work with a number of notable errors
D	3	SATISFACTORY	fair but with significant shortcomings
E	2	SUFFICIENT	performance meets the minimum criteria
F	1	FAIL	considerable further work is required

ECTS credits:

one semester	one full academic year
30 ECTS credits	60 ECTS credits

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		
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					
Letter Grades	Master's Degree			Doctorate's Degree		
	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 source

Institution [Erasmus code]	Contact details (email, phone)	Website for information
H GODOLLO01	Gábor CSIKÓS international programmes assistant Tel: +36-66-524-700 (ext. 1044) E-mail: erasmus@gk.szie.hu	www.gk.sziu.hu
TR KARABUK01		

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
H GODOLLO01	Gábor CSIKÓS international programmes assistant Tel: +36-66-524-700 (ext. 1044) E-mail: erasmus@gk.szie.hu	www.gk.sziu.hu

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
H GODOLLO01	Gábor CSIKÓS international programmes assistant Tel: +36-66-524-700 (ext. 1044) E-mail: erasmus@gk.szie.hu	www.gk.sziu.hu

TR KARABUK01		<p>http://www.altinkalemkarabuk.com/iletisim.html</p> <p>http://www.cebioglugrup.com/tr/contact/</p> <p>Girls:</p> <p>http://www.yurtlarburada.com/karabuk/de/yurtlar/ozel-kiz-ogrenci-yurtlari-yurdu</p> <p>http://karabukevim.com/?page_id=8</p> <p>https://plus.google.com/108928705950560992220/about?gl=tr&hl=tr</p> <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/?SyfNm=b=3&pt=iletisim</p>
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
H GODOLLO01	Dr. Péter Póti Vice-Rector	2013 NOV 2	 
TR KARABUK01	Prof.Dr.Burhanettin UYSAL Rector	09 NOV 2013	 

⁶Scanned signatures are accepted



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Dr Csilla Kiss Director kiss.csilla@gk.szie.hu

04/02/2014

Dear ERASMUS+ Partner,

Please find enclosed a signed and stamped copy of the Inter-Institutional Agreement between our institutions under the Erasmus + Programm.

We are looking forward to continue and develop our fruitful cooperation.

Yours sincerely,

Szilvia Gátszegi
International Programme Assistant
e-mail: erasmus@gk.szie.hu