



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)
SECONDA UNIVERSITA' DEGLI STUDI DI NAPOLI	I NAPOLI 09	Erasmus Institutional Coordinator: Dott. Renato Fabrocile Head of International Office Viale Lincoln, 5 palazzina B - 81100 Caserta (Italy) - Tel +39 0823274296/97/99 Fax +39 0823274298 erasmus@unina2.it Departmental Coordinator: Prof. Alessandro Formisano Dipartimento di Ingegneria Industriale e dell'Informazione Via Roma, 29 81031 Aversa (CE) Tel.: +39 0815010342 email: alessandro.formisano@unina2.it	http://www.unina2.it/index.php/international
KARABUK UNIVERSITY	TR KARABUK 01	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 numbers² per academic year

[Paragraph to be added, if the agreement is signed for more than one 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	TO [Erasmus	Subject area code	Subject area name	Study cycle	Number of student mobility periods
------------------	----------------	----------------------	----------------------	----------------	---------------------------------------

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

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>

code of the sending institution]	code of the receiving institution]	* [ISCED]	*	[short cycle, 1 st , 2 nd or 3 rd] *	Student Mobility for Studies Total number of months of the study periods or average duration
I NAPOLI 09	TR KARABUK 01	529	Electric and Electronic Engineering	1 st , 2 nd , 3 rd	2x10
		5	Industrial Engineering	1 st	2x10
		0732 (582)	Building and Civil Engineering	1 st	2x10
TR KARABUK 01	I NAPOLI 09	529	Electric and Electronic Engineering	1 st , 2 nd , 3 rd	2x10
		5	Industrial Engineering	1 st	2x10
		0732 (582)	Building and Civil Engineering	1 st	2x10

[*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 *]
I NAPOLI 09	TR KARABUK 01	529	Electric and Electronic Engineering	2x5 (hours)
		5	Industrial Engineering	2x5 (hours)
		0732 (582)	Building and Civil	2x5 (hours)

			Engineering	
TR KARABUK 01	I NAPOLI 09	529	Electric and Electronic Engineering	2x5 (hours)
		5	Industrial Engineering	2x5 (hours)
		0732 (582)	Building and Civil Engineering	2x5 (hours)

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
				Training Staff Mobility [total number of days of teaching periods or average duration *]
I NAPOLI 09	TR KARABUK 01		LLP Office Management	2x5
TR KARABUK 01	I NAPOLI 09		LLP Office Management	2x5

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	Staff Mobility for Teaching
I NAPOLI 09		Italian		B1	B1/B2
TR KARABUK 01		English		B1	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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff. Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

I NAPOLI 09

1. All incoming students are obliged to register through the online application system > http://erasmus.ceda.unina2.it/erasmus_incoming_unina2/html/bentornato.php?lang=en
2. Every incoming student is entitled to courses to maximum 30 ECTS per semester.
3. **Italian Language Courses:** The Seconda Università degli Studi di Napoli offers free Italian language courses to all its exchange Erasmus students. Students which opted for living in Naples may follow the courses organized by CILA (Interdepartmental Centre for Linguistics and Audiovisual Services of University of Naples "l'Orientale"). You can see more at: http://www.cila.unior.it/index.php?option=com_content&view=article&id=579&Itemid=551&lang=it. Students who will study in Caserta or S. Maria Capua Vetere can attend the Italian language course at Faculty of Arts and Philosophy of the Second University, situated in S. Maria Capua Vetere as you can see on: http://new.lettere.unina2.it/?page_id=7296. However, all useful information will be sent to interested students after the registration.
4. Persons with disabilities can find some information to this web site <http://www.disabili.unina2.it/>

TR KARABUK 01:

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]
I NAPOLI 09	1 st semester or full academic year From April 1 st until June 30 th	2 nd semester deadlines From September 1 st until November 30 th
TR KARABUK 01	NominationDeadline:September16 NominationDeadline:May31th	NominationDeadline:February17th NominationDeadline:October31th

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

2. The receiving institution will send its decision **within 5 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement
[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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."]

I NAPOLI 09

Decision Response: As receiving institution the Seconda Università degli Studi di Napoli will send its decision within 4 weeks.

Transcripts of Records: A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished.

Termination of Agreement: A unilateral decision to discontinue the exchanges notified to the other party by 1 November 20XX will only take effect as on 1st September 20XX+1. Neither the European Commission or the National Agencies can be held responsible in case of a conflict.

TR KARABUK 01:

F. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁴. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

I NAPOLI 09:

In the Italian grading system, students are graded according to a scale ranging from 0 to 30, with 18 as a passing mark. A cum laude may be added to the highest grade (30 e lode), as a special distinction.

The lowest passing grade is 18. The grades from 18 to 30 are all used.

The University of Naples II provides an ECTS Grading Table, which shows the actual distribution of examination and final grades among students of each degree programme, in order to facilitate comparison with other grading systems. You find information about ECTS Grading Table at link <http://unina2.it/index.php/international> in the section International Student.

TR KARABUK 01:

<http://uluslararasi.karabuk.edu.tr/ects/default.aspx>

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
I NAPOLI 09	Dott. Renato Fabrocile Head of International Office Viale Lincoln, 5 palazzina B - 81100 Caserta (Italy) Tel +39 0823274296/97/99 - Fax +39 0823274298 erasmus@unina2.it	Non EU Students must contact the Italian Embassy Consulate in their city of residence to check on visa requirements for a study period in Italy.
TR KARABUK 01		http://uluslararasi.karabuk.edu.tr/ects/default.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
I NAPOLI 09	Dott. Renato Fabrocile Head of International Office Viale Lincoln, 5 palazzina B - 81100 Caserta (Italy) Tel +39 0823274296/97/99 - Fax +39 0823274298 erasmus@unina2.it	Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education. http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm Healthcare information In Italy, healthcare through the National Health Service (SSN) is available also for foreign citizens who are temporary residents. EU

		citizens must have the European Health Insurance Card, while non-EU citizens must show proof of coverage by health insurance. Health care is provided by local health enterprise (ASL: Azienda Sanitaria Locale), which releases a card that necessary to access health needs (general and specialised practice, hospitalisation etc.). For detailed information visit: www.aslna1.napoli.it/servizi.asp - www.aslcaserta.it/portale/Default.aspx
TR KARABUK 01		http://uluslararasi.karabuk.edu.tr/ects/default.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
I NAPOLI 09	Dott. Renato Fabrocile Head of International Office Viale Lincoln, 5 palazzina B - 81100 Caserta (Italy) Tel +39 0823274296/97/99 - Fax +39 0823274298 erasmus@unina2.it	Our institution will help incoming student/staff 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: The <u>Seconda Università degli Studi di Napoli</u> today still does not provide accommodation to foreign students and therefore the international office can help you with information and directions about the locations of the various faculties , useful links to find a first accomodation about hostels or bed & breakfast before getting an apartments with other students.
TR KARABUK 01		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/108641637779944114075/about?gl=tr&hl=tr
--	--	--



I NAPOLI 09

Miscellaneous

N.B.

The students before to start the Erasmus mobility must go to our International Office (Viale Lincoln n.5, palazzina B-81100 Caserta) with identity card or passport. The office will enroll them at the University. Before leaving, at the end of the Erasmus period, the students can get at the International Office a final certificate of attendance. Other useful information can be found on our website: <https://orientamento.unina2.it/orient/homes>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
TR KARABUK 01	Prof.Dr.Burhanettin UYSAL Rector	07.03.2014	
I NAPOLI 09	Prof. Sergio Minucci Rector's Delegate for Erasmus Mobility Programme	17/02/2014	

⁵ Scanned signatures are accepted