



# Erasmus+ Programme

## Key Action 1

### - Mobility for learners and staff - Higher Education Student and Staff Mobility

## Inter-institutional agreement 2016/2017- 2020/2021 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 (email, phone)	Website (eg. of the course catalogue)
Università degli Studi di Firenze	I FIRENZE01	Piazza San Marco, 4 50121 Firenze, Italia  e-mail: <a href="mailto:erasmusplus@adm.unifi.it">erasmusplus@adm.unifi.it</a> Tel. +39 055 2757682-7690  <i>Head of the Institution</i> Prof. Luigi Dei	<a href="http://www.unifi.it/changelang-eng.html">http://www.unifi.it/changelang-eng.html</a>  <a href="http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng">http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng</a>
KARABUK UNIVERSITY - SCHOOL OF FOREIGN LANGUAGE - Faculty of Economics and Administrative Sciences	TR KARABUK01	Oya Onalan, Head of the International Office <a href="mailto:oyaonalan@karabuk.edu.tr">oyaonalan@karabuk.edu.tr</a> e-mail: <a href="mailto:erasmus@karabuk.edu.tr">erasmus@karabuk.edu.tr</a> , <a href="mailto:ahyllmaz@karabuk.edu.tr">ahyllmaz@karabuk.edu.tr</a> ,	<a href="http://uluslararasi.karabuk.edu.tr/">http://uluslararasi.karabuk.edu.tr/</a>

g Students and staff with disabilities may ask in advance information on available supports at: [cespd@unifi.it](mailto:cespd@unifi.it) ([www.cedis.unifi.it](http://www.cedis.unifi.it))

KARABUK UNIVERSITY - Faculty of Economics and Administrative Sciences TR KARABUK01

<http://uluslararasi.karabuk.edu.tr/hayatboyu/en/index.htm>

## 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 FIRENZE01	There is no official deadline but please address the Erasmus Coordinator ( <a href="http://www.unifi.it/vp-743-school-coordinators.html">http://www.unifi.it/vp-743-school-coordinators.html</a> ) of the hosting School when nominating your students to UNIFI, because terms may be set for organizational reasons	
TR KARABUK01	31 <sup>st</sup> May	31 <sup>st</sup> October

2. The receiving institution will send its decision within 4 week from the application term set by the School.

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 amendments or unilateral termination of existing inter-institutional agreements a notice of at least one academic year should be given. This means that also 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.*

*In case of any change of section B (mobility numbers) the signature of a new Inter-institutional Agreement is required.*

*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

	I FIRENZE01	TR KARABUK01
WWW for Incoming Students	<a href="http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng">http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng</a>	<a href="http://uluslararasi.karabuk.edu.tr/hayatboyu/en/index.htm">http://uluslararasi.karabuk.edu.tr/hayatboyu/en/index.htm</a>
WWW Course Catalogue	<a href="http://www.unifi.it/vp-8712-corsi-di-laurea.html">http://www.unifi.it/vp-8712-corsi-di-laurea.html</a>	<a href="http://uluslararasi.karabuk.edu.tr/hayatboyu/en/index.htm">http://uluslararasi.karabuk.edu.tr/hayatboyu/en/index.htm</a>
Housing <sup>1</sup>	<a href="http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng">http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng</a>	<a href="mailto:kerimtanis@karabuk.edu.tr">kerimtanis@karabuk.edu.tr</a>

<sup>1</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

WWW Visa Information <sup>2</sup>	<a href="http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng">http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng</a>	kerimtanis@karabuk.edu.tr
WWW Insurance Information <sup>3</sup>	<a href="http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng">http://www.unifi.it/vp-10340-incoming-erasmus-students.html?newlang=eng</a>	kerimtanis@karabuk.edu.tr
Grading System <sup>4</sup>	UNIFI adopts a system compatible with ECTS. The grading system ranges from 0 to 30, with 18 as passing grade. A "cum laude" may be added to the highest grade (30) as a mention of special distinction. Under this frame work each School adopts its own conversion tables. UNIFI is currently working on the introduction of the ECTS system.	*Look at the chart below please
Contact details	<a href="http://www.unifi.it/vp-743-school-coordinators.html">http://www.unifi.it/vp-743-school-coordinators.html</a>	<a href="http://uluslararasi.karabuk.edu.tr/hayatboyu/en/index.htm">http://uluslararasi.karabuk.edu.tr/hayatboyu/en/index.htm</a>
WWW Students and Staff with Disabilities	www.cedis.unifi.it, (Centro Studi e Ricerche per le Problematiche della Disabilit�), cesp�@unifi.it	

**\* TR KARABUK01:**

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.

<sup>2</sup> 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 ECHE.

<sup>3</sup> The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

<sup>4</sup> Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. 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.

2) F2 is given to students who attend the classes regularly, but do not take the final or mid-term examinations; coefficient is zero.

3) F3 is given to students who attend the classes regularly, take the final or mid-term examinations, but achieve percentage of the exam is below 74) or achieve percentage of final grade is below 60. coefficient is zero. It is also given to students who do not have right to take final or mid-term examinations due to their illiquidity of practice.

4) E is given to students who have the (good) final or non-final course.

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		
	N/E			N/E		

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
IT F1RENZE01	Prof. Luigi DEI Rettore	1/12/2015	
FR KARARAK01	Prof. Dr. Feriç Polat Rector	11.12.2015	

<sup>5</sup> Scanned signatures are accepted