



# Erasmus+ Programme

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

### Inter-institutional agreement 2014-2021 between programme countries

#### [Minimum requirements]

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)
<b>Karabuk University</b>	<b>TR KARABUK01</b>	Lect.Oya Önalın LLP /International Relations Coordinator Tel :+ 90 370 433 6687 Fax :+ 90 370 4336697 E-mail :oyaonalan@karabuk.edu.tr	<a href="http://uluslararasi.karabuk.edu.tr/ects/default.aspx">http://uluslararasi.karabuk.edu.tr/ects/default.aspx</a>
<b>Panevėžio Kolegija</b> Laisvės a. 23, Panevėžys LT-35200 Lithuania	<b>LT PANEVEZO1</b>	Aušra Gudgaliėnė Institutional Coordinator <a href="mailto:ausra.gudgaliene@panko.lt">ausra.gudgaliene@panko.lt</a> <a href="http://panko.lt">er@panko.lt</a> Laisvės a. 23, Panevėžys, LT-35200 Tel.: +370 45 462 919, +370 609 75114 Fax: +370 45 510009	<a href="http://panko.lt/english/">http://panko.lt/english/</a>

## B. Mobility numbers 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 code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> * *	Number of student mobility periods	
					Student Mobility for Studies  [total number of months of the study periods for 1 ac. year*]	Student Mobility for Traineeships *
LTPANEVEZ01	TR KARABUK01	061	Information and Communication Technologies (ICTs)	1 <sup>st</sup>	2 (10)	
		0714	Electronics and automation	1 <sup>st</sup>	2 (10)	
TR KARABUK01	LTPANEVEZ01	061	Information and Communication Technologies (ICTs)	1 <sup>st</sup>	2 (10)	
		0714	Electronics and automation	1 <sup>st</sup>	2 (10)	

[\*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 *
LTPANEVEZ01	TR KARABUK01	061	Information and Communication Technologies (ICTs)	2 x 1 week	1 x 1 week
		0714	Electronics and automation	2 x 1 week	1 x 1 week
		0414	Management and administration	2 x 1 week	1 x 1 week

<b>TR KARABUK01</b>	<b>LTPANEVEZ01</b>	061	Information and Communication Technologies (ICTs)	2 x 1 week	1 x 1 week
		0714	Electronics and automation	2 x 1 week	1 x 1 week
		0414	Management and administration	2 x 1 week	1 x 1 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 instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
<b>LT PANEVEZ01</b>	<b>TR KARABUK01</b>	Lithuanian	English	B1 English	B2 English
<b>TR KARABUK01</b>	<b>LT PANEVEZ01</b>	English	Turkish	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].

### D. Additional requirements

#### LT PANEVEZ01:

- Application documents received after application deadlines will not be accepted.
- In case, if the application documents aren't in Lithuanian, English, German or Russian language, the applicants have to add the authorized translation of these documents.
- Incoming international students and staff members should apply for visits to the institutional coordinator of the college by e-mail - [ausra.gudgaliene@panko.lt](mailto:ausra.gudgaliene@panko.lt).
- Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/ facilities available.

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
<b>TR KARABUK01</b>	May31th	October31th
<b>LT PANEVEZ01</b>	June 15th	December 15th

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

## 2. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
TR KARABUK01	September-February	February-July
LT PANEVEZ01	September-February	February-July

### LT PANEVEZ01:

1. The receiving institution will send its decision within 4 weeks.
2. 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.
3. Termination of the agreement:  
The agreement will become operative on the date of signature of both universities and shall remain in force for a period of **7 years**. In case of the termination, a notice of at least one academic year should be sent to the partner university. 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 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		

### TR KARABUK01:

#### 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		

**LT PANEVEZ01**; the following scale is used for all types of evaluations/examinations:

Pass/fail system	Marking system		Definition
Pass	10 (excellent)		Excellent performance, outstanding knowledge and skills
	9 (very good)		Strong performance, good knowledge and skills
	8 (good)		Above the average performance, knowledge and skills
	7 (highly satisfactory)		Average performance, knowledge and skills with unessential shortcomings
	6 (satisfactory)		Below average performance, knowledge and skills with substantial shortcomings
	5 (sufficient)		Knowledge and skills meet minimum criteria
Fail	4	insufficient	Knowledge and skill do not meet minimum criteria/below minimum criteria
	3		
	2		
	1		

## **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
<b>TR KARABUK01</b>	Mr. Kerim TANIŞ <a href="mailto:kerimtanis@karabuk.edu.tr">kerimtanis@karabuk.edu.tr</a>	<a href="http://uluslararasi.karabuk.edu.tr/ects/default.aspx">http://uluslararasi.karabuk.edu.tr/ects/default.aspx</a>
<b>LT PANEVEZ01</b>	Aušra Gudgaliėnė Institutional Coordinator <a href="mailto:ausra.gudgaliene@panko.lt">ausra.gudgaliene@panko.lt</a> ; <a href="mailto:inter@panko.lt">inter@panko.lt</a> Laisvės a. 23, Panevėžys, LT-35200 Tel.: +370 45 462 919, +370 609 75114 Fax: +370 45 510009	<a href="http://panko.lt/english/">http://panko.lt/english/</a>

### **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
<b>TR KARABUK01</b>	Mr. Kerim TANIŞ kerimtanis@karabuk.edu.tr	<a href="http://uluslararasi.karabuk.edu.tr/ects/default.aspx">http://uluslararasi.karabuk.edu.tr/ects/default.aspx</a>
<b>LT PANEVEZ01</b>	Aušra Gudgaliėnė Institutional Coordinator <a href="mailto:ausra.gudgaliene@panko.lt">ausra.gudgaliene@panko.lt</a> ; <a href="mailto:inter@panko.lt">inter@panko.lt</a> Laisvės a. 23, Panevėžys, LT-35200 Tel.: +370 45 462 919, +370 609 75114 Fax: +370 45 510009	<a href="http://panko.lt/english/">http://panko.lt/english/</a>

### **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
<b>TR KARABUK01</b>		<a href="http://www.altinkalemkarabuk.com/il-etisim.html">http://www.altinkalemkarabuk.com/il-etisim.html</a> <a href="http://www.cebioglugrup.com/tr/contact/">http://www.cebioglugrup.com/tr/contact/</a> Girls: <a href="http://www.yurtlarburada.com/karabuk/de/yurtlar/ozel-kiz-ogrenci-yurtlari-yurdu">http://www.yurtlarburada.com/karabuk/de/yurtlar/ozel-kiz-ogrenci-yurtlari-yurdu</a> <a href="http://karabukevim.com/?page_id=8">http://karabukevim.com/?page_id=8</a> <a href="https://plus.google.com/10892870595056099070/about?gl=tr&amp;hl=tr">https://plus.google.com/10892870595056099070/about?gl=tr&amp;hl=tr</a> <a href="https://plus.google.com/110378798161805439942/about?gl=tr&amp;hl=tr">https://plus.google.com/110378798161805439942/about?gl=tr&amp;hl=tr</a> <a href="http://beyazincisafanbolu.com/index.php?islem=iletisim">http://beyazincisafanbolu.com/index.php?islem=iletisim</a> <a href="http://www.karabukcelebikizyurdu.com/iletisim.html">http://www.karabukcelebikizyurdu.com/iletisim.html</a> <a href="http://www.avvazlaryurt.com/iletisim.asp">http://www.avvazlaryurt.com/iletisim.asp</a> Boys: <a href="http://www.yurtlarburada.com/karabuk/de/yurtlar/ozel-erkek-ogrenci-yurtlari-yurdu">http://www.yurtlarburada.com/karabuk/de/yurtlar/ozel-erkek-ogrenci-yurtlari-yurdu</a>

		<a href="https://plus.google.com/101993924644974471698/about?gl=tr&amp;hl=tr">https://plus.google.com/101993924644974471698/about?gl=tr&amp;hl=tr</a> <a href="https://plus.google.com/117447428061025925248/about?gl=tr&amp;hl=tr">https://plus.google.com/117447428061025925248/about?gl=tr&amp;hl=tr</a> <a href="http://www.pansivonadres.com/iletisi.m.html">http://www.pansivonadres.com/iletisi.m.html</a> <a href="https://plus.google.com/108641637779944114075/about?gl=tr&amp;hl=tr">https://plus.google.com/108641637779944114075/about?gl=tr&amp;hl=tr</a> <a href="http://panko.lt/english/">http://panko.lt/english/</a>
<b>LT PANEVEZ01</b>	Aušra Gudgalienė Institutional Coordinator <a href="mailto:ausra.gudgaliene@panko.lt">ausra.gudgaliene@panko.lt</a> ; <a href="mailto:inter@panko.lt">inter@panko.lt</a> Laisvės a. 23, Panevėžys, LT-35200 Tel.: +370 45 462 919, +370 609 75114 Fax: +370 45 510009	

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

Institution [Erasmus code]	Name, function	Date	Signature
<b>TR KARABUK01</b>	Lect.Oya Önalın LLP /International Relations Coordinator	08/05/2014	
<b>LT PANEVEZ01</b>	Mrs. Aušra Gudgalienė Manager of International Relations and Communication	08/05/2014	

<sup>1</sup> Scanned signatures are accepted