



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 Önal LLP /International Relations Coordinator Tel :+ 90 370 433 6687 Fax :+ 90 370 4336697 E- mail :oayaonalan@karabuk.edu.tr	http://uluslararasi.karabuk.edu.tr/ec/default.aspx
NEW BULGARIAN UNIVERSITY	BG SOFIA02	Institutional Coordinator - Marieta Tzvetkova; 21, Montevideo Str., Building 1, Office 223, 1618 Sofia, Bulgaria mcvetkova@nbu.bg ; Erasmus office: - Iliyana Ilieva, 21, Montevideo Str., Building 2, Office 707, 1618 Sofia, Bulgaria ilieva@nbu.bg ; erasmus.nbu@gmail.com Academic Departmental Coordinator: Dr. Ilian Boyanov, 21, Montevideo Str., Building 2, Office 707, 1618 Sofia, Bulgaria	http://www.nbu.bg/index.php?l=994&lang=1

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

ilianboyanov@nbu.bg;

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	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
TR KARABUK01	BG SOFIA02	225	History and Archeology	1st	5x2: 10 Months	
BG SOFIA02	TR KARABUK01	0222 (225)	History and Archeology	1st	5x2: 10 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	Staff Mobility for Training *
				[total number of days of teaching periods or average duration*]	
TR KARABUK01	BG SOFIA02	225	History and Archeology	5x2: 10 days	5x2: 10 days
BG SOFIA02	TR KARABUK01	0222 (225)	History and Archeology	5x2: 10 days	5x2: 10 days

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:

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>)

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 [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR KARABUK01		English	Turkish	B1 English	B2 English
BG SOFIA02		English	Bulgarian	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

[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.]

NBU offers a favourable environment for students with disabilities and gradually broadens its scope – on one hand, in NBU function loading and motorized platforms, an elevator, WC for people with disabilities, specialized services at the library (incl. equipment and tactile path) for students with impaired vision and complete online administrative service. On the other hand, the philosophy of the university is to treat students with disabilities equally to the rest of the students. The latter empowers them to participate actively in the student's life and events without feeling different or weaker.

Each course at NBU usually gives 3 credits. Maximum number of credits a student can receive for one semester is 30. In general the courses are in Bulgarian except for the Bachelor and Master Programmes that are lead in English. The list of the programmes taught in foreign languages can be found on the following link <http://www.nbu.bg/index.php?l=916>.

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
BG SOFIA02	1 st JUNE	1 st DECEMBER

2. Students have to apply in our online application system and follow all requirements in that.

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://europa.europa.eu/en/resources/european-language-levels-cefr>

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		
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		

BG SOFIA02:

Institution [Erasmus code]	Website for information
BG SOFIA02	ECTS Grade A = 5.50 – 6 excellent ECTS Grade B = 5.20 – 5.49 very good ECTS Grade C = 4.40 – 5.19 good ECTS Grade D = 3.60 – 4.39 satisfactory ECTS Grade E = 2.80 – 3.59 sufficient ECTS Grade F = 2.00 – 2.79 FAIL 1 semester = 30 credits 1 course = 3 credits.

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	Kerim TANIS kerimtanis@karabuk.edu.tr 00903704336687 00903704336697	http://uluslararasi.karabuk.edu.tr/ects/default.aspx
BG SOFIA02	Erasmus office: erasmus.nbu@gmail.com	http://www.mfa.bg/en/pages/44/index.html

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	Kerim TANİŞ kerimtanis@karabuk.edu.tr 00903704336687 00903704336697	http://uluslararasi.karabuk.edu.tr/ects/default.aspx
BG SOFIA02	Erasmus office: erasmus.nbu@gmail.com	http://www.cn.nhif.bg/web/guest/home

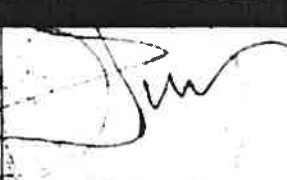

4. Housing

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
BG SOFIA02	Erasmus office: erasmus.nbu@gmail.com	http://www.nbu.bg/index.php?l=994&lang=1 https://www.facebook.com/groups/129715713837442/
TR KARABUK01	Kerim TANİŞ kerimtanis@karabuk.edu.tr 00903704336687 00903704336697	http://uluslararasi.karabuk.edu.tr/ects/default.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
TR KARABUK01	Prof.Dr.Refik POLAT Rector	21 MAY 2015	
BG SOFIA02	Assoc. Prof. Plamen Bochkov, PhD Rector	12/05 2015	

⁴ Scanned signatures are accepted