



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 Önalın LLP /International Relations Coordinator Tel: +90 370 433 6687 Fax: +90 370 4336697 E-mail: oyaonalan@karabuk.edu.tr	http://uluslararasi.karabuk.edu.tr/ecLdefault.aspx
UNIVERSIDAD POLITECNICA DE MADRID ETS de INGENIERIA CIVIL	E MADRID05	Erasmus Institutional Coordinator: Prof. Alberto Almendra C/Ramiro de Maeztu, 7. 28 040 Madrid (Spain) Telf. (+34 91336 3660) Erasmus Departmental Coordinator: Prof. David Fernández-Ordóñez C/ Alfonso XII, 3 y 5 28.014 Madrid (Spain) Tel: +34 91336 7740 David.fernandez-ordonez@upm.es	www.upm.es www.op.upm.es

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

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]	[ISCED] area code	[ISCED] area name	[short cycle 1st, 2nd or 3rd]	Number of student mobility period
					Student Mobility for Studies [total number of months of the study periods or average duration]
TR KARABUK01	E MADRID05	582	Building and Civil Engineering	1st, 2nd	2*10=20
E MADRID05	TR KARABUK01	582	Building and Civil Engineering	1 st , 2nd	2*10=20

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 *
TR KARABUK01	E MADRID05	582	Building and Civil Engineering	1 teacher 5 days	1 staff 1 week
E MADRID05	TR KARABUK01	582	Building and Civil Engineering	1 teacher 5 days	1 staff 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:

² Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
<http://www.iis.unesco.org/Education/Paaes/international-standard-c/assification-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	TR	B1 English	B2 English
E MADRID05		Spanish	English	A2-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

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	May 31th	October 31th
E MADRID05	June 10th	December 1st

- IV RIGA09: Students have to apply in our online application system and follow all requirements in that.
- 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.
- 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:

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://leuropass.cedefop.europa.eu/en/resources/european-language-1-levels-cefr>

ECTS SYSTEM	KBU GRADING SYSTEM		
	Assoc. & Bachelor's Degree		
Letter Grades	Letter	Grading	Grading
	Equivalent	in 100	in 4.00
A	A1	90-100	4.00
B	A2	80-89	3.50
e	B1	70-79	3.00
D	B2	65-69	2.75
E	e	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					
	Master's Degree			Doctorate's Degree		
Letter Grades	Letter	Grading	Grading	Letter	Grading	Grading
	Equivalent	in 100	in 4.00	Equivalent	in 100	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
e	BB	75-84	3.00	BB	75-84	3.00
D	eB	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 sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E MADRID 05	erasmus@upm.es	

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
E MADRID05	erasmus@upm.es	European Health Insurance Card www.centrossanitarios.sanidadmadrid.org
TR KARABUK01		

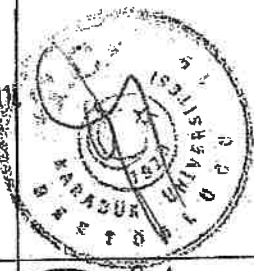


4. Housing according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E MADRID 05	erasmus@upm.es	www.upm.es/internacional/Students/Student+Attention/ddeebfdf03a97210VgnVCM10000009c7648aRCRD
		http://www.altinkalemkarabuk.com/iletisim.html http://www.cebioglugrup.com/tr/contact/ Girls: http://www.z'urtlarburada.com/karabuk/de/vurtlar/ozel-kiz-ogrenci-vurtlar/z'Urdu http://karabukevim.com/?page_id=8 https://plus.google.com/108928705950560992220/about?gl=tr&hl=tr https://plus.google.com/110378798161805439942/about?gl=tr&

TR KARABUKO1	h=tr http://be.'azincisafranbolu.comLindex.php?islem=iletisim
	http://www.karabukcelebikiz'.urdu.eomLiletisim.html
	http://www.a', 'vazlar', 'urt.comLiletisim.asp
	Boys: http://www.zUrtla.rburada.com/karabuk/del.vurtlar/ozel-erkek-ogrenci-vurtla gi-'z'Urdu
	https://plus.google.com/101993924644974471698/about?gl=tr&!!l=tr
	https://plus.google.com/117447428061025925248Labout?gl=tr&h.l=tr
http://www.pansi', 'onadres.com/iletisim.html	
https://plus.google.comL108641637779944114075Labout?gl=tr&h:otr	

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	
TR KARABUKO1	Lect.Oya bnalan LLP /International Relations Coordinator	20 JAN 2014	
E MADRID05	Prof. Alberto Almendra Institutional Coordinator	24-01-14	
	Prof. David Fernández-Ordóñez Departmental Coordinator:	22-01-14	

⁴ Scanned signatures are accepted