



Erasmus+ Programme

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

Inter-institutional agreement 2014-20[21] between programme countries

[Minimum requirements]¹

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 ² (email, phone)	Website (eg. of the course catalogue)
UNIVERSITAT DE GIRONA	E GIRONA02	ESCUELA UNIVERSITARIA DE TURISMO CETA c/Aragó 53-55, 08015 Barcelona +34 932 278 090 Erasmus department coordinator: Jelena Colak global@cetaedu.es International Relations Office Contact person: Elisabeth Moya	www.udg.edu

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Pl. Sant Domènec, 3 – 17071 Girona Tel. +34 972 418 075 Fax +34 972 418 031 Elisabeth.moya@udg.edu	
TR KARABUK01		Lect.Oya Önalın LLP /International Relations Coordinator Tel :+ 90 370 433 6687 Fax :+ 90 370 4336697 E- mail :oyaonalın@karabuk. edu.tr	http://uluslararasi.karabuk.edu.tr/ects/default.aspx

B. Mobility numbers³ 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 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	Stud y cycl e [shor t cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration]	Student Mobility for Traineeships *
E GIRONA02	TR KARABUK01	811	Tourism and Hotel Management	BA	25m= (5m*5st)	
		811	Tourism and Hotel Management		25m= (5m*5st)	
TR KARABUK01	E GIRONA02	811	Tourism and Hotel Management	BA	25m= (5m*5st)	
		811	Tourism and Hotel Management		25m= (5m*5st)	

³ 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>)

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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training * *
E GIRONA02	TR KARABUK01	811	Tourism and Hotel Management	5d= (5d*1ts)	-----
		811	Tourism and Hotel Management	25m= (5m*5st)	
TR KARABUK01	E GIRONA02	811	Tourism and Hotel Management	5d= (5d*1ts)	
		811	Tourism and Hotel Management	25m= (5m*5st)	

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 ⁴	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
E GIRONA02		English		B2	
TR KARABUK01		English		B2	

⁴ 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>

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.]

E GIRONA02 is able to receive students with disabilities. This can be discussed before each nomination.

TR KARABUK01:

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E GIRONA02	June 15 th	November 15 th
TR KARABUK01	May31th	October31th

- 2.- Universitat de Girona will send its decision within 2 weeks from the student's application date.

- 3.-Transcript of records

Universitat de Girona issues the Transcript of Records according to the final mark submission date. That means:

For the 1st semester students (Autumn term, from Sept. to February): 1rst half of March

For the 2nd semester students (Spring term, from February to June): 1rst half of July

For the whole academic year (from Sept. to June 2014): 1rst half of July

TR KARABUK01:

4. Termination of the agreement

In the event of unilateral 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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁵. 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.]

E GIRONA02

In the Spanish university system, ratings are based on the total score of 10 points, with one decimal allowed, obtained by the student in each subject, according to the following scale:

Fail (SS): 0-4,9.

Pass (AP): 5 to 6.9.

Good (NT): 7 to 8.9.

Excellent (SB): 9-10.

Honors: involves having obtained more outstanding special mention. They only may be awarded to students who have achieved a score equal to or greater than 9.0

A subject is considered overcome from Pass (5).ECTS:

<http://www.udg.edu/tabid/17562/language/ca-ES/Default.aspx>

TR KARABUK01:

⁵ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

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 Grader]

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		

2. Visa

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 GIRONA02	incoming.ore@udg.edu Phone: +34-972418028	http://www.udg.edu/tabid/17585/language/en-US/Default.aspx
TR KARABUK01	Roma.be@libero.it milanobk@tin.it	www.ambasciataditurchia.it

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 GIRONA02	incoming.ore@udg.edu Phone: +34-972418028	http://www.udg.edu/tabid/17585/language/en-US/Default.aspx
TR KARABUK01		

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
E GIRONA02		
TR KARABUK01		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/10864163779944114075/about?gl=tr&hl=tr

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
E GIRONA02	Laura Ripoll Head International Office	27/11/13	
TR KARABUK01	Lect.Oya Önalın LLP /International Relations Coordinator	16 DEC 2013	



Universitat de Girona

Inter-Institutional Agreement LLP (Lifelong Learning Programme): HIGHER EDUCATION (ERASMUS) 2012/2014

BETWEEN	UNIVERSITAT DE GIRONA
Name institution	E GIRONA02
Erasmus ID code	
EUC Number	Extended 28687-IC-1-2007-1-ES-ERASMUS-EUCX-1
Contact person	Sra. Elisabeth Moya
Name, address, tel., fax & e-mail	Oficina de Relacions Exteriors Plaça Sant Domènec 3 - E-17071 Girona Tel.: + 34 972 41 80 75 / Fax: + 34 972 41 80 31 / E-mail: elisabeth.moya@udg.edu Web address: http://www.udg.edu
	Academic contact person at Escola Universitària de Turisme CETA Sra. Matilde Farre mfarre@cetaedu.es
AND	
Name institution	KARABUK UNIV.
Erasmus ID code	TR KARABUK01
EUC Number	
Contact person	Oya Önalán
Name, address, tel., fax & e-mail	Balıklarkayasi 100. Yil 78050 Karabük TURQUIA Tel.: Fax: +903704336697 E-mail: oyaonalan@karabuk.edu.tr Web address: http://www.karabuk.edu.tr

The above parties agree to co-operate in the activities shown below within the Lifelong Learning Programme. Both parties agree to abide by the principles and conditions set out in the Guidelines for Applicants and the Erasmus Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement. The present agreement will be valid from course 2012/2014 till the end of the Lifelong Learning Programme.

Any modification of the proposed activities and/or cancellation of the present agreement by any of the contracting parties must be done in writing and sent to the other party at the above mentioned address. Such notification must be done as soon as possible, and definitely no later than 15th of December before the next coming academic calendar year.

All future agreements with respect to the presentation of joint projects such as Curriculum Development Projects or IPs will be set down and signed by the parties in a separate document.

STUDENT MOBILITY OMS	Subject	Level			Number of students	Month/Student	Total months
		UG	Master	Doctoral			
From UdG to TR KARABUK01	04.4	X			2	5	10
From TR KARABUK01 to UdG	04.4	X			2	5	10

TEACHING STAFF MOBILITY TS	Subject	Number of teachers	Week/person	Total weeks
From UdG to TR KARABUK01	04.4	2	1	2
From TR KARABUK01 to UdG	04.4	2	1	2

TRAINING STAFF MOBILITY	Subject	Number staff	Week/person	Total weeks



Universitat de Girona

On behalf of the UNIVERSITAT DE GIRONA

Name: Laura Ripoll

Position: Head International Office

Date: 05.08.12

On behalf of the Partner Institution

Name:

Position:

Date:



Universitat de Girona

Inter-Institutional Agreement LLP (Lifelong Learning Programme): HIGHER EDUCATION (ERASMUS) 2012/2014

BETWEEN Name institution Erasmus ID code EUC Number	UNIVERSITAT DE GIRONA E GIRONA02 Extended 28687-IC-1-2007-1-ES-ERASMUS-EUCX-1
Contact person Name, address, tel., fax & e-mail	Sra. Elisabeth Moya Oficina de Relacions Exteriors Plaça Sant Domènec 3 - E-17071 Girona Tel.: + 34 972 41 80 75 / Fax: + 34 972 41 80 31 / E-mail: elisabeth.moya@udg.edu Web address: http://www.udg.edu Academic contact person at Escola Universitària de Turisme CETA Sra. Matilde Farre mfarre@cetaedu.es
AND Name institution Erasmus ID code EUC Number	KARABUK UNIV. TR KARABUK01
Contact person Name, address, tel., fax & e-mail Web address	Oya Önalán Balıklarkayasi 100. Yil 78050 Karabük TURQUIA Tel.: Fax: +903704336697 E-mail: oyaonalan@karabuk.edu.tr Web address: http://www.karabuk.edu.tr

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TRAINING STAFF MOBILITY	Subject	Number staff	Week/person	Total weeks



Universitat de Girona

On behalf of the UNIVERSITAT DE GIRONA

Name: Laura Ripoll

Position: Head International Office

Date: 05.06.12

On behalf of the Partner Institution

Name:

Position:

Date:



Universitat de Girona

**Inter-Institutional Agreement LLP (Lifelong Learning Programme):
HIGHER EDUCATION (ERASMUS) 2012/2014**

BETWEEN Name institution Erasmus ID code EUC Number	UNIVERSITAT DE GIRONA E GIRONA02 Extended 28687-IC-1-2007-1-ES-ERASMUS-EUCX-1
Contact person Name, address, tel., fax & e-mail	Sra. Elisabeth Moya Oficina de Relacions Exteriors Plaça Sant Domènec 3 - E-17071 Girona Tel.: + 34 972 41 80 75 / Fax: + 34 972 41 80 31 / E-mail: elisabeth.moya@udg.edu Web address: http://www.udg.edu Academic contact person at Escola Universitària de Turisme CETA Sra. Matilde Farre mfarre@cetaedu.es
AND Name institution Erasmus ID code EUC Number	KARABUK UNIV. TR KARABUK01
Contact person Name, address, tel., fax & e-mail Web address	Oya Önalán Balıklarkayasi 100. Yil 78050 Karabük TURQUIA Tel.: Fax: +903704336697 E-mail: oyaonalan@karabuk.edu.tr Web address: http://www.karabuk.edu.tr

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Universitat de Girona

On behalf of the UNIVERSITAT DE GIRONA

Name: Laura Ripoll

Position: Head International Office

Date: 05.06.12

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Name:

Position:

Date:



Universitat de Girona

Inter-Institutional Agreement LLP (Lifelong Learning Programme): HIGHER EDUCATION (ERASMUS) 2012/2014

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Contact person Name, address, tel., fax & e-mail	Sra. Elisabeth Moya Oficina de Relacions Exteriors Plaça Sant Domènec 3 - E-17071 Girona Tel.: + 34 972 41 80 75 / Fax: + 34 972 41 80 31 / E-mail: elisabeth.moya@udg.edu Web address: http://www.udg.edu Academic contact person at Escola Universitària de Turisme CETA Sra. Matilde Farre mfarre@cetaedu.es
AND Name institution Erasmus ID code EUC Number	KARABUK UNIV. TR KARABUK01
Contact person Name, address, tel., fax & e-mail Web address	Oya Önalán Balıklarkayasi 100. Yil 78050 Karabük TURQUIA Tel.: Fax: +903704336697 E-mail: oyaonalan@karabuk.edu.tr Web address: http://www.karabuk.edu.tr

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TEACHING STAFF MOBILITY TS	Subject	Number of teachers	Week/person	Total weeks
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TRAINING STAFF MOBILITY	Subject	Number staff	Week/person	Total weeks



Universitat de Girona

On behalf of the UNIVERSITAT DE GIRONA

Name: Laura Ripoll

Position: Head Internacional Office

Date: 05.06.12

On behalf of the Partner Institution

Name:

Position:

Date:

BILATERAL AGREEMENT
LLP (LifeLong Learning Programme): HIGHER EDUCATION (ERASMUS)

The academic year(s) for which the agreement is valid: **2010 - 2013**

between (name and ERASMUS ID code of the institution)	KARABUK UNIVERSITY TR KARABUK01
Academic person (name, address, phone, fax, E-mail)	Dr.Burhanettin UYSAL Rector Balıklarkayasi 100.Yil, 78050 Karabük/ TURKEY Tel:+903704336687 Fax:+903704336697 E-mail:burhanettinuysal@karabuk.edu.tr
contact person (name, address, phone, fax, E-mail)	Lec. Oya Onalan International Relations Coordinator Balıklarkayasi 100.Yil, 78050 Karabük/ TURKEY Tel:+903704336687 Fax:+903704336697 Email:oyaonalan@karabuk.edu.tr
and (name and ERASMUS ID code of the institution)	Escola Universitària de Turisme Mediterrani E GIRONA 02
contact person (name, address, phone, fax, E-mail)	Ms. Montse Escudero Escola Universitària de Turisme Mediterrani-centre adscrit UdG-Rocafort, 104. Edifici Mediterrani ,08015 Barcelona/SPAIN tel. 0034934269822 fax.0034933253203 Email:montse.escudero@mediterrani.com
Academic person (name, address, phone, fax, E-mail)	Ms. Blanca Braut Escola Universitària de Turisme Mediterrani-centre adscrit UdG-Rocafort, 104. Edifici Mediterrani ,08015 Barcelona/SPAIN tel. 0034934269822 fax.0034933253203 Email:blanca.braut@mediterrani.com

full legal name of the institutions in their national languages and ERASMUS ID codes

Information about SM – study student mobility

ERASMUS subject area		Level			Country		Total number	
Code	Name	UG	Post-graduate	Doctoral	Home	Host	Students	Student months (= sum)
345	Tourism	3			ES	TR	3	15
345	Tourism	3			TR	ES	3	15

Information about SM – study student Placement

ERASMUS subject area		Level			Country		Total number	
Code	Name	UG	Post-graduate	Doctoral	Home	Host	Students	Student months (= sum)
345	Tourism & Hotel Management	3			ES	TR	3	15
345	Tourism & Hotel Management	3			TR	ES	3	15

Information about TA - teaching assignments (1-8 weeks)

Subject area code	Topic(s) taught	Name of the staff member	Home country	Host country	Duration in number of weeks	Number of teaching hours per week
345	Tourism & Hotel Management	NN	ES	TR	2	8
345	Tourism & Hotel Management	NN	TR	ES	2	8

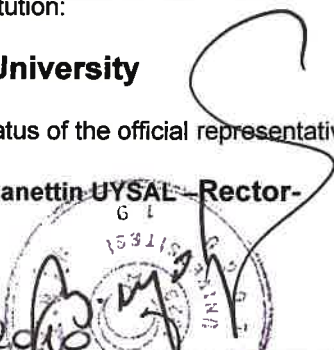




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Information about ST – staff training

Subject area code	Topic(s) taught	Name of the staff member	Home country	Host country	Duration in number of weeks	Number of teaching hours per week
	LLP Management	NN	TR	ES	2	8
	LLP Management	NN	TR	ES	2	8

Final statement: The institutions will work according to the principles of the Erasmus University Charter and that they will facilitate information on any issue that can facilitate the mobility of students and teaching staff.

Signatures of the legal representatives/heads of institutions of both institutions:

<p>Name of institution:</p> <p>Karabük University</p> <p>Name and status of the official representative:</p> <p>Prof.Dr.Burhanettin UYSAL – Rector-</p> <p>Signature: </p> <p>Date: 31/6/2010</p> 	<p>Name of institution:</p> <p>Escola Universitària de Turisme Mediterrani</p> <p>Name and status of the official representative:</p> <p>Blanca Braut- Academic Director</p> <p>Signature: </p> <p>Date: 17/05/2010</p>  
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Inter-Institutional Agreement LLP (Lifelong Learning Programme): HIGHER EDUCATION (ERASMUS) 2012/2014

BETWEEN Name institution Erasmus ID code EUC Number	UNIVERSITAT DE GIRONA E GIRONA02 Extended 28687-IC-1-2007-1-ES-ERASMUS-EUCX-1
Contact person Name, address, tel., fax & e-mail	Sra. Elisabeth Moya Oficina de Relacions Exteriors Plaça Sant Domènec 3 - E-17071 Girona Tel.: + 34 972 41 80 75 / Fax: + 34 972 41 80 31 / E-mail: elisabeth.moya@udg.edu Web address: http://www.udg.edu Academic contact person at Escola Universitària de Turisme CETA Sra. Matilde Farre mfarre@cetaedu.es
AND Name institution Erasmus ID code EUC Number	KARABUK UNIV. TR KARABUK01
Contact person Name, address, tel., fax & e-mail Web address	Oya Önalán Balıklarkayasi 100. Yıl 78050 Karabük TURQUIA Tel.: Fax: +903704336697 E-mail: oyaonalan@karabuk.edu.tr Web address: http://www.karabuk.edu.tr

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TEACHING STAFF MOBILITY TS	Subject	Number of teachers	Week/person	Total weeks
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From TR KARABUK01 to UdG	04.4	2	1	2

TRAINING STAFF MOBILITY	Subject	Number staff	Week/person	Total weeks


Universitat de Girona
On behalf of the UNIVERSITAT DE GIRONA
Name: Laura Ripoll
Position: Head Internacional Office
Date: 05.06.12


On behalf of the Partner Institution
Name: Ms. Oya ÖNALAN
Position: International Relations Coord.
Date: 20 JUN 2012
