

# Erasmus+ Programme

## Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

## Inter-institutional agreement 2017-2021

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<br>(and department, where relevant) | Erasmus code       | Contact details <sup>1</sup><br>(email, phone)   | Website<br>(eg. of the course catalogue)  |
|---|--------------------|--|---|
| KARABUK UNIVERSITY  | TR<br>KARABUK<br>T | Lect. Oya ÖNALAN<br>International Relations Institutional Coordinator<br>Phone: + 90 370 433 6687<br>Fax: + 90 370 4326697<br>Email: oyonalan@karabuk.edu.tr                                   | <a href="http://ubys.karabuk.edu.tr/bologna/index-en.aspx">http://ubys.karabuk.edu.tr/bologna/index-en.aspx</a> |
| University of Split<br>Livanjska 5<br>HR-21000<br>Split     | HR<br>SPLIT01      | <b>Institutional Coordinator:</b><br>Ana Čosić<br>International Relations Office<br>e-mail: <a href="mailto:acosi@unist.hr">acosi@unist.hr</a><br>Tel: +385 21 440 343<br>Fax: +385 21 440 344 | <a href="http://www.unist.hr">www.unist.hr</a>  |
| Arts Academy<br>Zagrebačka 3<br>Hr 21000<br>Split, Croatia  |                    | <b>Departmental coordinator:</b><br>Prof. Mihovil Karuza<br>e-mail: <a href="mailto:karuza@umas.hr">karuza@umas.hr</a>   | <a href="http://www.umas.hr">www.umas.hr</a>  |

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

### B. Mobility numbers 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<br>[Erasmus code<br>of the sending<br>institution] | TO<br>[Erasmus code<br>of the<br>receiving<br>institution] | Subject<br>area<br>code<br>*<br>[ISCED<br>1] | Subject area<br>name<br>* | Study cycle<br>[short cycle,<br>1 <sup>st</sup> , 2 <sup>nd</sup> or<br>3 <sup>rd</sup> ]* | Number of student<br>mobility periods |  |
|---|--|--|---------------------------|--|---------------------------------------|--|
|   |  |  |                           |  | Student<br>Mobility for<br>Studies    | Student<br>Mobility for<br>Traineeship |
| <b>B. Mobility numbers per academic year</b>            |  |  |                           |  |                                       |  |
| HR SPLIT01  | TR KARABUK01   | 021  | Arts                      | 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>  | 3x4=12                                | 2                                      |
| TR KARABUK01  | HR SPLIT01   | 021  | Arts                      | 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>  | 3x4=12                                | 2                                      |

| FROM   | TO           | Subject<br>area<br>code<br>*<br>[ISCED<br>1] | Subject area<br>name<br>* | Study cycle<br>[short cycle,<br>1 <sup>st</sup> , 2 <sup>nd</sup> or<br>3 <sup>rd</sup> ]* | Number of Staff mobility periods |                                |
|--|--------------|--|---------------------------|--|----------------------------------|--------------------------------|
|  |              |  |                           |  | Staff Mobility for<br>Teaching   | Staff Mobility<br>for Training |
| <b>B. Staff mobility numbers per academic year</b> |              |  |                           |  |                                  |                                |
| HR SPLIT01   | TR KARABUK01 | 021  | Arts                      | 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>  | 5                                | 5                              |
| TR KARABUK01                                       | HR SPLIT01   | 021  | Arts                      | 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>  | 5                                | 5                              |

The project coordinator (Erasmus programme) will be responsible for providing the data by the end of the year, as that date, having the recommended language skills at the start of the project.

| Erasmus code | Language | Subject area | Minimum recommended level | Staff Mobility for                          |
|--------------|----------|--------------|---------------------------|---|
|              |          |              |                           | Teaching<br>[Minimum recommended level: B2] |
| HR SPLIT01   | English  | Arts         | B2 English                | B2 English                                  |
| TR KARABUK01 | English  | English      | English B2 (C1/C2)        | English C1                                  |

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For more details on the language of instruction requirements, see the course catalogue of each institution. (Links provided on the first page)

### 7. Additional requirements

| Receiving Institution (Erasmus order) | Optional additional requirements | Optional additional information   |
|---------------------------------------|----------------------------------|---|
| TR KARABUK01                          |                                  | <a href="http://ulys.karabuk.edu.tr/bologna/index-en.aspx">http://ulys.karabuk.edu.tr/bologna/index-en.aspx</a> |
| HR SPLIT01                            |                                  | <a href="mailto:erasmus@unist.hr">erasmus@unist.hr</a>  |

### 8. Calendar

Application information on nominated students must reach the receiving institution by:

| Receiving Institution (Erasmus order) | Autumn term* [month] | Spring term* [month] |
|---------------------------------------|----------------------|----------------------|
| TR KARABUK01                          | May31th              | October31th          |
| HR SPLIT01                            | 1 June               | 1 November           |

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

The official transcripts will be issued by the receiving institution no later than 6 weeks after the academic period has finished at the receiving HEI.

Transcripts of the agreement

Not less than 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 with effect from 1 September 20XX+1, unless the National Agencies of the other party National Agencies can be contacted in each case in a timely manner.

### F. Information

#### 2. Grading systems of the institutions

TR KARABUK01:

| ECTS SYSTEM   | KBU GRADING SYSTEM         |                           |                 |
|---------------|----------------------------|---------------------------|-----------------|
|               | Assoc. & Bachelor's Degree |                           |                 |
| Letter Grades | Letter Grades              | Grading Equivalent 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 | F1 |         |      |
|    | F2 |         |      |
|    | F3 |         |      |
| F  | K  |         |      |

G: Pass (Out of Grade)

Failing Grades:

F1: it is given to students who do not fulfil the requirements for attendance, and who do not have right to take the final or makeup examination, and thus its coefficient is zero.

F2: it is given to students who attend the classes regularly, but do not take the final or makeup examinations; its coefficient is zero.

F3: it is given to students, who attend the classes regularly, take the final or makeup examinations, but whose percentage of the exam is below 50 or whose percentage of final grade is below 60; its coefficient is zero. It is also given to students who do not have right to take final or makeup examinations due to their inefficiency of practice.

K/F: it is given to students who fail the course. It is for non-credit courses.

| 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 |
| 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 |  |
|--|-----|--|-----|--|

HR SPLIT01:

<http://eng.unist.hr/InternationalRelations/AcademicInformation/tabid/413/Default.aspx>

Traditional Grading system is as follows:

- 1 – fail
- 2 – pass, sufficient
- 3 – good
- 4 – very good
- 5 – excellent

## 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<br>(Erasmus<br>code) | Contact details  | Website for information   |
|----------------------------------|--|---|
| TR KARABUK01                     | International Relations Office<br>erasmus@karabuk.edu.tr<br>+90 370 433 6687 | <a href="http://uluslararasi.karabuk.edu.tr/ects/default.aspx">http://uluslararasi.karabuk.edu.tr/ects/default.aspx</a>   |
| HR SPLIT01                       | incoming@unist.hr<br>+385 21 440 343   | <a href="http://eng.unist.hr/InternationalRelations/ERASMUS/tabid/414/Default.aspx">http://eng.unist.hr/InternationalRelations/ERASMUS/tabid/414/Default.aspx</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 refer mobile participants to a form in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:



| Institution<br>(Erasmus<br>code) | Contact details  | Website for information   |
|----------------------------------|--|---|
| TR KARABUK01                     | International Relations Office<br>erasmus@karabuk.edu.tr<br>+90 370 433 6687 | <a href="http://uluslararasi.karabuk.edu.tr/ects/default.aspx">http://uluslararasi.karabuk.edu.tr/ects/default.aspx</a> |
| HR SPLIT01                       | incoming@unist.hr  | <a href="http://eng.unist.hr/InternationalRelations/ERASMUS">http://eng.unist.hr/InternationalRelations/ERASMUS</a>     |

#### 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<br>[Erasmus code] | Contact details<br>(email, phone)  | Website for information   |
|-------------------------------|--|---|
| TR KARABUK01                  | International Relations Office<br>erasmus@karabuk.edu.tr<br>+90 370 433 6687 | <a href="http://uluslararasi.karabuk.edu.tr/ects/default.aspx">http://uluslararasi.karabuk.edu.tr/ects/default.aspx</a>   |
| HR SPLIT01                    | incoming@unist.hr<br>+385 21 440 343   | <a href="http://eng.unist.hr/InternationalRelations/ERASMUS/tabit/414/Default.aspx">http://eng.unist.hr/InternationalRelations/ERASMUS/tabit/414/Default.aspx</a> |

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

| Institution<br>[Erasmus code] | Name, function   | Date           | Signature <sup>3</sup>  |
|-------------------------------|--|----------------|---|
| TR KARABUK01                  | Prof. Dr. Refik Polat<br>Rector  | 11.07.2017     |  |
| HR SPLIT01                    | Prof. Dr. Alen Soldo<br>Vice rector for Science and<br>International cooperation | 14.07.<br>2017 |  |

<sup>3</sup> Scanned signatures are accepted