



# Erasmus+ Programme

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

## Inter-institutional<sup>1</sup> agreement 2014/2015-2020/2021<sup>2</sup> between programme countries

[Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
Kocaeli Üniversitesi	TR KOCAELI02	<u>Departmental Coordinator:</u> Prof. Dr. Adnan Kavak Tel.: +90 262 3033567 Email: <a href="mailto:akavak@kocaeli.edu.tr">akavak@kocaeli.edu.tr</a> <u>Institutional Coordinator:</u> Prof. Dr. Serdal Pamuk Tel.: +90 262 3031332 Email: <a href="mailto:spamuk@kocaeli.edu.tr">spamuk@kocaeli.edu.tr</a>	<a href="http://bilgisayar.kocaeli.edu.tr/int/index.php">http://bilgisayar.kocaeli.edu.tr/int/index.php</a> <a href="http://int.kocaeli.edu.tr/int/">http://int.kocaeli.edu.tr/int/</a>
Technische Universität Chemnitz	D CHEMNIT01	<u>Departmental Coordinator:</u> Prof. Dr. Wolfram Hardt Tel.: +49 371 531 31467 Email: <a href="mailto:dekanat@informatik.tu-chemnitz.de">dekanat@informatik.tu-chemnitz.de</a> <u>Institutional Coordinator:</u> Mr Oliver Sachs Tel.: +49 371 531 37972, Fax : +49 371 531 13509, Email: <a href="mailto:oliver.sachs@iuz.tu-chemnitz.de">oliver.sachs@iuz.tu-chemnitz.de</a>	<a href="https://www.tu-chemnitz.de/international/incoming/index.php.en">https://www.tu-chemnitz.de/international/incoming/index.php.en</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>5</sup> 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]	Sub ject area cod e * [ISC ED]	Subject area name *	Stud y cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
TR KOCAELI02	D CHEMNIT01	48	Computer Sciences	1 <sup>st</sup>	12 (2 students)	-
D CHEMNIT01	TR KOCAELI02	48	Computer Sciences	1 <sup>st</sup>	12 (2 students)	-

[\*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]	Subje ct area code * [ISCED 1]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training *
TR KOCAELI02	D CHEMNIT01	48	Computer Sciences	7	-
D CHEMNIT01	TR KOCAELI02	48	Computer Sciences	7	-

## 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:

<sup>5</sup> 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR KOCAELI02	48	Turkish	English	B1 (recommended)	
D CHEMNIT01	48	German	English (where indicated)	B1, German Studies: B2	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

##### D CHEMNIT01

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: [iuz@tu-chemnitz.de](mailto:iuz@tu-chemnitz.de)

#### 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 KOCAELI02	JULY	DECEMBER
D CHEMNIT01	15 <sup>th</sup> of July	15 <sup>th</sup> of January

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

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

<sup>6</sup> 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>

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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 KOCAELI02**

At Kocaeli University, one full academic year includes two terms with an ECTS credit of 30 for each. Each course is graded in numbers from 0,00 to 4,00 and these grades are equivalent in ECTS grade and level as follows: 0,00-0,50: Fail (F), 0,50-1,50: Conditional Pass (FX), 1,50-2,00: Sufficient (E), 2,00-2,50: Satisfactory (D), 2,50-3,00: Good (C), 3,00-3,50: Very Good (B), 3,50-4,00: Excellent (A)

The ECTS Credits and Grade Transformation Chart for incoming undergraduate/master's/doctorate students is available at the relevant tab of the following link:  
<http://ogr.kocaeli.edu.tr/KOUBS/akts/index.cfm?Dilid=1>

#### **D CHEMNIT01**

<https://www.tu-chemnitz.de/int/studierende/ects.php.en>

### 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 KOCAELI02</b>	International Relations Unit Phone: +90(262) 303 13 24 Email: <a href="mailto:inerasmus@kocaeli.edu.tr">inerasmus@kocaeli.edu.tr</a>	<a href="http://int.kocaeli.edu.tr/int/studentexchange.php?Visa=Residence">http://int.kocaeli.edu.tr/int/studentexchange.php?Visa=Residence</a>
<b>D CHEMNIT01</b>	<a href="mailto:iuz@tu-chemnitz.de">iuz@tu-chemnitz.de</a> 0049 (371) 531 13500	<a href="https://www.tu-chemnitz.de/international/incoming/index.php.en">https://www.tu-chemnitz.de/international/incoming/index.php.en</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
<b>TR KOCAELI02</b>	International Relations Unit Phone: +90(262) 303 13 24 Email: <a href="mailto:inerasmus@kocaeli.edu.tr">inerasmus@kocaeli.edu.tr</a>	<a href="http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?Dilid=1&amp;selection=40D7F1CD0DDFBAD88607F7D8DB44EDE7">http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?Dilid=1&amp;selection=40D7F1CD0DDFBAD88607F7D8DB44EDE7</a>
<b>D CHEMNIT01</b>	<a href="mailto:luz@tu-chemnitz.de">luz@tu-chemnitz.de</a>  0049 (371) 531 13500	<a href="https://www.tu-chemnitz.de/international/incoming/index.php.en">https://www.tu-chemnitz.de/international/incoming/index.php.en</a>

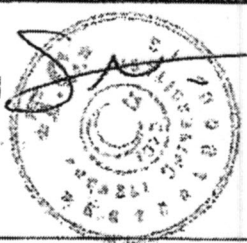
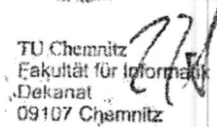
#### 4. Housing

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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
<b>TR KOCAELI02</b>		<a href="http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?Dilid=1&amp;selection=71D228435D62B17CE843DA165C5E249A">http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?Dilid=1&amp;selection=71D228435D62B17CE843DA165C5E249A</a>
<b>D CHEMNIT01</b>	<a href="mailto:sabine.grundshock@swcz.de">sabine.grundshock@swcz.de</a>  0049 (0)371 5 62 88 51	<a href="http://www.tu-chemnitz.de/stuwe/joomla/de/wohnen/wohnen-in-chemnitz">http://www.tu-chemnitz.de/stuwe/joomla/de/wohnen/wohnen-in-chemnitz</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
TR KOCAELI02	Prof. Dr. Serdal Pamuk Erasmus Institutional Coordinator	30 OCT 2013	
D CHEMNIT01	Prof. Dr. Wolfram Hardt, Vice Dean for International Relations, Faculty of Computer Science	08. NOV. 2013	 TU Chemnitz Fakultät für Informatik Dekanat 09107 Chemnitz

<sup>7</sup> Scanned signatures are accepted