

## Erasmus+ Programme

### Key Action 1

– Mobility for learners and staff –  
Higher Education Student and Staff Mobility

### Inter-institutional<sup>1</sup> agreement 2014-2021<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 <small>and contact details for the senior officer in charge of its updates</small>	Erasmus code	Contact details <small>and phone number</small>	Website <small>and of the course catalogues</small>
<b>Kocaeli University</b> <small>Erasmus Institutional Coordinator Prof. Dr. Serdal Pamuk</small>  <small>Erasmus Departmental Coordinator Assist. Prof. Dr. Emre Kishali</small>	TR KOCAEI102	Kocaeli Üniversitesi Tel: +90(262) 303 10 45 Fax: +90(262) 303 10 44 e-mail: <a href="mailto:gpmuk@kocaeli.edu.tr">gpmuk@kocaeli.edu.tr</a>  Faculty of Architecture and Design Tel: +90(262) 303 42 67 e-mail: <a href="mailto:emre.kishali@kocaeli.edu.tr">emre.kishali@kocaeli.edu.tr</a>	<a href="http://www.kocaeli.edu.tr">www.kocaeli.edu.tr</a>  <a href="http://int.kocaeli.edu.tr/engcourses/">http://int.kocaeli.edu.tr/engcourses/</a>
<b>Università Degli Studi di Brescia</b>	IBRESCIA01	Departmental coordinator for the International relations of the Department of Civil, Environmental, Architectural Engineering and Mathematics - DICATAM: prof. Roberto Ranzi <a href="mailto:roberto.ranzi@ing.unibs.it">roberto.ranzi@ing.unibs.it</a>  Coordinator for administrative procedures for the Bilateral Agreements: Dott.ssa Marina Cardilli <a href="mailto:marina.cardilli@ammm.unibs.it">marina.cardilli@ammm.unibs.it</a>	<a href="http://www.unibs.it">www.unibs.it</a>  <a href="http://www.unibs.it/didattica/corsi-di-laurea-triennale-e-magistrale/corsi-di-laurea">http://www.unibs.it/didattica/corsi-di-laurea-triennale-e-magistrale/corsi-di-laurea</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	TO	Subject area code & name	Subject area name	Study cycle (1st, 2nd or 3rd)	Number of student mobility periods
[Country code of the sending institution]	[Country code of the receiving institution]	(1801-1805)			
TR KOCaeli02	I BRESCIA01	073 0732 0712	Architecture and construction  Building and civil Engineering  Environmental protection technology	1 <sup>st</sup> , 2 <sup>nd</sup>	2x10 months
I BRESCIA01	TR KOCaeli02	073 0732 0712	Architecture and construction  Building and civil Engineering  Environmental protection technology	1 <sup>st</sup> , 2 <sup>nd</sup>	2x10 months

[<sup>6</sup>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.]

<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>

FROM	TO	Subject area code	Subject area name	Number of staff mobility periods	
[Erasmus code of the sending institution]		[Erasmus code of the receiving institution]		Staff Mobility for Teaching	Staff Mobility for Research
TR KOCAELI02	I BRESCIA01	073 0732	To be discussed	5 days	5 days
I BRESCIA01	TR KOCAELI02	073 0732	To be discussed	5 days	5 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:

Receiving institution	Optional Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level*
TR KOCAELI02		Turkish	English	B1
I BRESCIA01		Italian	English	B1
				B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

\* 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>

#### D. Additional requirements

##### TR KOCAELI02

It's compulsory for all incoming students to attend the orientation meeting held by International Relations Unit, Kocaeli University.

Prospective Erasmus students pursue the courses of architectural design, construction technology, history of architecture, restoration, conservation of historical buildings, urban planning and sustainability. Basic civil engineering courses are available for architecture students.

#### E. Calendar

1. Information on nominated students must reach the receiving institution by:

Receiving institution (Country code)	Autumn term (month)	Spring term (month)	
TR KOCAELI02	July	December	
I BRESCIA01	June	October	

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

2. The receiving institution will send its decision within 8 weeks.
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

The present Bilateral Agreement will be valid for the academic year(s) mentioned above unless either side terminates the present Agreement in writing by June 1st of the year prior to the academic year concerned. 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' guide<sup>7</sup>. 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.]

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?Didid=1>

<sup>7</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

### I BRESCIA01:

Individual subjects are graded on a scale from 1 to 30, with 18 and 30 as minimum and maximum grade respectively. A "cum laude" can be added to the maximum grade as a special distinction.

### STATISTICAL DATA AS AN AVERAGE OF THE EXAMS EVALUATIONS:

<http://webservice2.ing.unibs.it/corsi/statistiche/?mode=corsidistudio&annoacc=2011>

### 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 side)	Contact details (email, phone)	Website for information
TR KOCAELI02	International Relations Unit Phone: +90(262) 303 13 24 Email: inerasmus@kocaeli.edu.tr	<a href="http://int.kocaeli.edu.tr/int/studentexchange.php?Visa=Residence">http://int.kocaeli.edu.tr/int/studentexchange.php?Visa=Residence</a>
I BRESCIA01	UOC Mobilità Internazionale Studenti UOC Manager: Angelo Bissolo bissolo@umin.unibz.it Via S. Faustino 74/B 25121 BRESCIA	<a href="http://www.unibs.it/organizzazione/amministrazione/servizio-servizi-agli-studenti/uoc-mobilit%C3%A0-internazionale-studenti">http://www.unibs.it/organizzazione/amministrazione/servizio-servizi-agli-studenti/uoc-mobilit%C3%A0-internazionale-studenti</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 side)	Contact details (email, phone)	Website for information
TR KOCAELI02	International Relations Unit Phone: +90(262) 303 13 24 Email: inerasmus@kocaeli.edu.tr	<a href="http://int.kocaeli.edu.tr/int/studentexchange.php">http://int.kocaeli.edu.tr/int/studentexchange.php</a>

<b>I BRESCIA01</b>	<p>UOC Mobilità Internazionale Studenti</p> <p>UOC Manager: Angelo Bissolo bissolo@amn.unibs.it Via S. Faustino 74/B 25121 BRESCIA</p>	<a href="http://www.unibs.it/servizi/servizi-tutti/assicurazioni/assicurazioni-studenti-laureandi-e-laureati">http://www.unibs.it/servizi/servizi-tutti/assicurazioni/assicurazioni-studenti-laureandi-e-laureati</a>
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#### 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>	<p>International Relations Unit</p> <p>Phone: +90(262) 303 13 24</p> <p>Email: <a href="mailto:erasmus@kocaeli.edu.tr">erasmus@kocaeli.edu.tr</a></p>	<a href="http://int.kocaeli.edu.tr/int/studentexchange.php?Accommodation=Info">http://int.kocaeli.edu.tr/int/studentexchange.php?Accommodation=Info</a>
<b>I BRESCIA01</b>	<p>UOC Mobilità Internazionale Studenti</p> <p>UOC Manager: Angelo Bissolo bissolo@amn.unibs.it Via S. Faustino 74/B 25121 BRESCIA</p>	<a href="http://www.unibs.it/servizi/servizi-studenti/residenze-e-alloggi">http://www.unibs.it/servizi/servizi-studenti/residenze-e-alloggi</a>

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

Institution Erasmus code	Name, function	Date	Signature
<b>TR KOCAELI02</b>	Erasmus Institutional Coordinator Prof. Dr. Serdal Pamuk	28 JAN 2014	
<b>I BRESCIA01</b>	Departmental coordinator for the International relations of the Department of Civil, Environmental, Architectural Engineering and Mathematics-DICATAM:  prof. Roberto Ranzi	33.2014	

\* Scanned signatures are accepted