



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2015-2021<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)
University of Pisa Department of Energy, Systems, Land and Constructions Engineering Department of Civil and Industrial Engineering	I PISA01	Prof. Diego Carlo Lo Presti d.lopresti@ing.unipi.it  Prof. Salvo Marcuccio s.marcuccio@ing.unipi.it	<a href="http://www.unipi.it/index.php/ects-catalogue">http://www.unipi.it/index.php/ects-catalogue</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.

<p>Kocaeli University Erasmus Institutional Coordinator</p> <p>Erasmus Coordinator (Dept. of Civil Engineering)</p>	<p>TR KOCAELI02</p>	<p>International Relations Unit Institutional Coordinator</p> <p>Assoc. Prof. Dr. Doğan YÜKSEL</p> <p>Kocaeli Üniversitesi International Relations Unit Library Building 2<sup>nd</sup> Floor 41380 İzmit/Kocaeli/TURKEY</p> <p>Tel: +902623031332 Fax: +902623031044 E-mail: <a href="mailto:dogan.yuksel@kocaeli.edu.tr">dogan.yuksel@kocaeli.edu.tr</a></p> <p>Erasmus Coordinator (Dept. of Civil Engineering)</p> <p>Assist. Prof.Dr.Hakan Erdoğan</p> <p>Kocaeli University Umuttepe Campus Dept. of Civil Engineering Kocaeli /TURKEY Tel: +90262 303 3276 <a href="mailto:hakan.erdogan@kocaeli.edu.tr">hakan.erdogan@kocaeli.edu.tr</a></p>	<p><a href="http://int.kocaeli.edu.tr/int/">http://int.kocaeli.edu.tr/int/</a></p> <p><a href="http://ogr.kocaeli.edu.tr/kouubs/Bologna/Genel/DersListesi.cfm?Dilid=9824BB2FC17D31F3A25667202353641D">http://ogr.kocaeli.edu.tr/kouubs/Bologna/Genel/DersListesi.cfm?Dilid=9824BB2FC17D31F3A25667202353641D</a></p>
---	-------------------------	--	---

## B. Mobility numbers<sup>5</sup> per academic year

[Paragraph to be added, if the agreement is signed for more than one 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	Subject area name	Study cycle	Number of student mobility periods	
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	* [ISCED]	*	[short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	

<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>)

I PISA01	TR KOCAELI02	0732 (582)	Civil Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students for 9 months =18 months	-
TR KOCAELI02	I PISA01	0732 (582)	Civil Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students for 9 months =18 months	-

[\*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]	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 *
I PISA01	TR KOCAELI02	0732 (582)	Civil Engineering	1 X 1 week/ 8 hours	
TR KOCAELI02	I PISA01	0732 (582)	Civil Engineering	1 X 1 week/ 8 hours	

### 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 instruc- tion 1	Language of instruc- tion 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]

<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>

I PISA01	Civil Engineering	Italian	English	We have no minimum requirements but a basic knowledge of the Italian and English Language is highly recommended	
TR KOCAELI02	Civil Engineering	Turkish	English	B1 English	B1 English

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. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I PISA01	June-July	November-December
TR KOCAELI02	July	December

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

2. The receiving institution will send its decision within [4] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [4] 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

This agreement can be terminated at any time by mutual consent. In the event of unilateral termination, 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 of one given year will only take effect as of 1 September of the next year. 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

#### Grading system of Università Di Pisa:

I PISA01: <http://www.unipi.it/index.php/students/item/2265-educational-system>

#### **Kocaeli University grading system**

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>

### 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
I PISA01	<a href="mailto:international@unipi.it">international@unipi.it</a> Laura Gornati (phone +39 050 2212912) Dr. Mauro Mazzotta (phone +39 050 2212096)	<a href="http://www.unipi.it/index.php/welcome-and-support/itemlist/category/310-visa">http://www.unipi.it/index.php/welcome-and-support/itemlist/category/310-visa</a>
TR KOCAELI02	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>

### **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
I PISA01	<a href="mailto:international@unipi.it">international@unipi.it</a> Laura Gornati (phone +39 050 2212912) Dr. Mauro Mazzotta (phone +39 050 2212096)	<a href="http://www.unipi.it/index.php/welcome-and-support/itemlist/category/311-insurance">http://www.unipi.it/index.php/welcome-and-support/itemlist/category/311-insurance</a>
TR KOCAELI02	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://ects.kocaeli.edu.tr/">http://ects.kocaeli.edu.tr/</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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
I PISA01	<a href="mailto:international@unipi.it">international@unipi.it</a> Dr. Mauro Mazzotta (phone +39 050 2212096)	<a href="http://www.unipi.it/index.php/students/item/2309-accommodation">http://www.unipi.it/index.php/students/item/2309-accommodation</a>
TR KOCAELI02	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://ects.kocaeli.edu.tr/">http://ects.kocaeli.edu.tr/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
I PISA01	<p>Prof. Diego Carlo Lo Presti, Coordinator for International Relations, DESTEC</p> <p>Prof. Salvo Marcuccio,  Coordinator for International Relations, DICI</p>	11-2-2015	<p><i>Diego Lo Presti</i></p>  <p>INTERNATIONAL RELATIONSHIPS</p>  <p><i>Salvo Marcuccio</i></p> <p>UNIVERSITA' DI PISA</p>
TR KOCAELI 02	<p>Assoc. Prof. Dr. Doğan Yüksel</p> <p>Erasmus Institutional Coordinator</p>	18.02. 2015	

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