



Erasmus+ Programme

Key Action 1

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

Inter-institutional¹ agreement 2014-20[21]² between programme countries

[Minimum requirements]³

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.

| Name of the institution (and department, where relevant) | Erasmus code | Contact details ⁴ (email, phone) | Website (eg. of the course catalogue) |
|---|-------------------------|---|---|
| Vilnius Gediminas Technical University Erasmus+ Institutional coordinator: Dovilė Karpičiūtė | LT VILNIUS02 | Saulėtekio al. 11, room CR 517, LT- 10223 Vilnius, Lithuania erasmus@vgtu.lt +370 5 237 0556 | http://www.vgtu.lt/ |
| Vaidotas Barzdenas Assoc. Prof. of Computer Engineering Department, Vice Dean of Electronics Faculty, Vilnius Gediminas Technical University | | Naugardukas str. 41-207 room LT-03227 Vilnius, Lithuania vaidotas.barzdenas@vgtu.lt (+370 5) 274 4769 +370 684 51453 | http://el.vgtu.lt/faculties/international/for-exchange-students/54585?lang=2 |

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

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

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

| | | | |
|--|--------------|--|--|
| Kocaeli University Assoc. Prof. Dr. Doğan Yüksel Erasmus Institutional Coordinator | | Kocaeli Üniversitesi Uluslararası İlişkiler Birimi Kütüphane Binası 2. Kat 41380 İzmit/Kocaeli/TÜRKİYE Tel: +902623031332 Fax: +902623031044 E-mail: dogan.yuksel@kocaeli.edu.tr | http://int.kocaeli.edu.tr/int/ |
| KOU İlgili Erasmus Koordinatörü Asst. Prof. Sultan ALDIRMAZ | TR KOCAELI02 | Adres Telefon Faks E-posta +90 262 303 33 64 sultan.aldirmaz@kocaeli.edu.tr | Bölümün İngilizce Web sayfası ve İngilizce açılan derslerin gösterildiği sayfa adresi |

A. Information about higher education institutions

B. Mobility numbers⁵ 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 st , 2 nd or 3 rd] 6 | Student Mobility for Studies | Student Mobility for Traineeships* |
| | | | | | [total number of months of the study periods or average duration*] | |
| TR KOCAELI02 | LT VILNIUS02 | 0714 | Electronics and automation | 1 st | 3x10 | |

⁵ 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>)

⁶ 1st: undergraduate, 2nd: master or 3rd: PhD

| | | | | | | |
|--------------|--------------|------|---|-----------------|--------|------------|
| | | | (06.5 - 523) | | | |
| LT VILNIUS02 | TR KOCAELI02 | 0714 | Electronics and automation (06.5 - 523) | 1 st | 2x5=10 | ----- - |

*[*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 * |
| TR KOCAELI02 | LT VILNIUS02 | 0714 | Electronics and automation (06.5 - 523) | 1x1 week | 1x1 week |
| LT VILNIUS02 | TR KOCAELI02 | 0714 | Electronics and automation (06.5 - 523) | 2x5 days | 2x5 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 [Erasmus code] | Optional: Subject area | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level ⁷ | |
|---|---------------------------|---------------------------|---------------------------|---|--|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| TR KOCAELI02 | | English | | English – B1 | English – B2 |
| LT VILNIUS02 | | English | | English – B1 | English – 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

[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.]

Vilnius Gediminas Technical University

Admission procedures:

<http://www.vgtu.lt/for-international-students/for-exchange-students/erasmus-studies/53962>

Orientation program: before the beginning of each semester (last week of August and last week of January)

Lithuanian Language courses are offered every semester, free of charge and grants 3 ECTS credits after successful completion of the course

Accommodation and student life:

<http://www.vgtu.lt/for-international-students/-accommodation-/9617>

VG TU Exchange Student Network (ESN): information at

[http:// http://vgtu.esnlithuania.org/esn-vgtu](http://http://vgtu.esnlithuania.org/esn-vgtu)

Support for students with Disabilities: VG TU encourages students with disability and supports their special requirement when needed.

⁷ 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>

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 |
| LT VILNIUS02 | May 10 th | November 30 th |

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

2. The receiving institution will send its decision within 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

Termination of the agreement: In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. *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. Students selected prior the date of notification must be admitted by the receiving institution.* 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

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>

Vilnius Gediminas Technical University uses the following grading system:

| Grade | ECTS grade | Evaluation |
|-------|------------|--------------|
| 10 | A | EXCELLENT |
| 9 | B | VERY GOOD |
| 8 | C | GOOD |
| 7 | C | FAIR |
| 6 | D | SATISFACTORY |

| | | |
|-------------|------|------|
| 5 | E | PASS |
| 4 and below | FX/F | FAIL |

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 |
|-------------------------------|--|---|
| TR KOCAELI02 | International Relations Unit Phone: +90(262) 303 13 24 Email: inerasmus@kocaeli.edu.tr | http://int.kocaeli.edu.tr/int/studentexchange.php?Visa=Residence |
| LT VILNIUS02 | Renata Vėbrienė Tel.: +370 5 237 05 54 E-mail: studexchange@vgtu.lt | http://www.vgtu.lt/for-international-students/immigration-regulations/9624 |

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 |
|-------------------------------|--|---|
| TR KOCAELI02 | International Relations Unit Phone: +90(262) 303 13 24 Email: inerasmus@kocaeli.edu.tr | http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?C=40D7F1CD0DDFBAD88607F7D8DB44EDE7 |
| LT VILNIUS02 | Renata Vėbrienė Tel.: +370 5 237 05 54 E-mail: studexchange@vgtu.lt | http://www.vgtu.lt/for-international-students/care-/10297 |

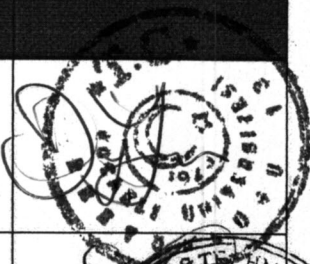

4. Housing

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 |
|-------------------------------|--|---|
| TR KOCAELI02 | International Relations Unit Phone: +90(262) 303 13 24 Email: inerasmus@kocaeli.edu.tr | http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?C=71D228435D62B17CE843DA165C5E249A |
| LT VILNIUS02 | Donatas Jodenis Tel: +370 5 269 8828 E-mail: donatas.jodenis@vgtu.lt | http://www.vgtu.lt/for-international-students/accommodation-/9617 |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁸ |
|-------------------------------|--|------------|---|
| TR KOCAELI02 | Assoc. Prof. Dr. Doğan Yüksel Erasmus Institutional Coordinator | 22.07.16 |  |
| LT VILNIUS02 | Erasmus+ Institutional coordinator: Dovilė Karpičiūtė | 15/04/2016 |  |

⁸ Scanned signatures are accepted