



# Erasmus+ Programme

## Key Action 1

### - Mobility for learners and staff - Higher Education Student and Staff Mobility Inter-institutional<sup>1</sup> agreement 2014/2015 - 2016/2017 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 (and department, where relevant)	Erasmus code	Contact details <sup>2</sup> (email, phone)	Website (eg. of the course catalogue)
Państwowa Wyższa Szkoła Zawodowa im. Jana Grodka w Sanoku	PL SANOK01	<a href="mailto:rektorat@pwsz-sanok.edu.pl">rektorat@pwsz-sanok.edu.pl</a> phone: + 48 13 46 55 952 Academic contact: Erasmus Institutional Coordinator Marcin Owsiak Address: ul. Mickiewicza 21 38-500 Sanok, Poland e-mail: <a href="mailto:international@pwsz-sanok.edu.pl">international@pwsz-sanok.edu.pl</a>	<a href="http://www.pwsz-sanok.edu.pl">www.pwsz-sanok.edu.pl</a>

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

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

KOCAELI UNIVERSITESI	TR KOCAELI02	<b>Departmental Coordinator:</b> Assoc. Prof. Dr. Hasan Bülent Kantarcı Phone: +90(262) 303 15 74 E-mail: <a href="mailto:hbkantarci@kocaeli.edu.tr">hbkantarci@kocaeli.edu.tr</a> <b>Institutional Coordinator:</b> Assoc. Prof. Dr. Doğan Yüksel Phone: +90(262) 303 13 32 E-mail: <a href="mailto:dogan.yuksel@kocaeli.edu.tr">dogan.yuksel@kocaeli.edu.tr</a> Address: Uluslararası İlişkiler Birimi, Kocaeli Üniversitesi Umuttepe Yerleşkesi, 41380 Kocaeli, Turkey	<a href="http://www.kocaeli.edu.tr">www.kocaeli.edu.tr</a>
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### B. Mobility numbers<sup>3</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]	Subject area code * [ISCED]	Subject area name *	Study 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  [total number of months of the study periods or average duration*]	
TR KOCAELI02	PL SANOK01	0311	Economics	1st	2 student (5 months)	2 students (2 months)
PL SANOK01	TR KOCAELI02	0311	Economics	1st	2 student (5 months)	2 students (2 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	TO	Subject	Subject area name	Number of staff mobility periods
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<sup>3</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>)

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	area code * [ISCED]	*	Staff Mobility for Teaching  [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
TR KOCAELI02	PL SANOK01	0311	Economics	1 teacher [5 days]	1 teacher [5 days]
PL SANOK01	TR KOCAELI02	0311	Economics	1 teacher [5 days]	1 teacher [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 [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>4</sup> Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL SANOK01	All subject areas	Polish	English	B1 Polish	B2 English
TR KOCAELI02	All subject areas	Turkish	English	B1 Turkish	B2 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

Institution (PL SANOK01) have 2 buildings adapted 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]
PL SANOK01	JULY	DECEMBER
TR KOCAELI02	May	November

<sup>4</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>

[\* 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.
4. Termination of the agreement

In case 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 2014 will only take effect as of 1 September 2014+1. "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

PL SANOK01: <http://www.pwsz-sanok.edu.pl/dzial-toku-studiow/dla-studentow/ects/>

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>

### 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
PL SANOK01	international@pwsz- sanok.edu.pl	www.pwsz-sanok.edu.pl
TR KOCAELI0 2	International Relations Unit Phone: +90(262) 303 13 24 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>

### **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
PL SANOKO 1	international@pwsz-sanok.edu.pl	www.pwsz-sanok.edu.pl
TR KOCAEL I02	international Relations Unit Phone: +90(262) 303 13 24 inerasmus@kocaeli.edu.tr	<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>

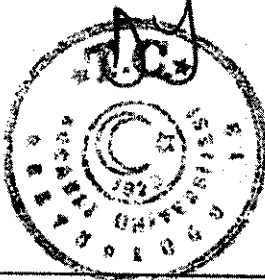
### **4. Housing**

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
PL SANOK 01	international@pwsz-sanok.edu.pl	www.pwsz-sanok.edu.pl
TR KOCAELI I02	international Relations Unit Phone: +90(262) 303 13 24 inerasmus@kocaeli.edu.tr	<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>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
PL SANOK01		18/12/2014	PROREKTOR ds. rozwoju nauki dr Anna Opar
TR KOCAELI02	Assoc. Prof. Dr. Doğan Yüksel Erasmus Institutional Coordinator	11/12/2014	

<sup>5</sup> Scanned signatures are accepted