



## Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2014-20[21]<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.

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>4</sup> (e-mail, phone)	Website (e.g. of the course catalogue)
<b>Deggendorf Institute of Technology – Technische Hochschule Deggendorf</b>	<b>D DEGGEND01</b>	Dr. Elise von Randow Edlmairstr. 6 und 8 94469 Deggendorf, Germany evr@th-deg.de Tel.: +49 (0)991 3615-202	<a href="http://www.th-deg.de">http://www.th-deg.de</a>
<b>Kocaeli University</b> Assoc. Prof. Dr. Doğan Yüksel Erasmus Institutional Coordinator	<b>TR KOCAELI02</b>	Kocaeli Üniversitesi Uluslararası İlişkiler Birimi Kütüphane Binası 2. Kat 41380 İzmit/Kocaeli/TÜRKİYE  Tel: +902623031332 Fax: +902623031044 <a href="mailto:dogan.yuksel@kocaeli.edu.tr">dogan.yuksel@kocaeli.edu.tr</a>	<a href="http://int.kocaeli.edu.tr/int/">http://int.kocaeli.edu.tr/int/</a>
Assist.Prof.Dr. Gülşen Akman Kocaeli Üniversitesi Mühendislik Fakültesi, Endüstri Mühendisliği bölümü, Umuttepe Yerleşkesi İzmit/KOCAELİ, Turkey		Tel: +90262303325 Fax: +90262303 3003 <a href="mailto:akmang@kocaeli.edu.tr">akmang@kocaeli.edu.tr</a> <a href="mailto:tugcen.hatipoğlu@kocaeli.edu.tr">tugcen.hatipoğlu@kocaeli.edu.tr</a>	

## A. Information about higher education institutions

## 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 [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> ] 6	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
TR KOCAELI02	D DEGGEND01	071	Industrial Engineering (Engineering trades)	1st	3x6 months = 18	--
D DEGGEND01	TR KOCAELI02	071	Industrial Engineering (Engineering trades)	1st	3x6 months = 18	--

[\*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 KOCAELI 02	D DEGGEND 01	071	Industrial Engineering	1x 5 days	--
D DEGGEND 01	TR KOCAELI 02	071	Industrial Engineering	1x 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:

<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*:  
<http://www.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

<sup>6</sup> 1<sup>st</sup>: undergraduate, 2<sup>nd</sup>: master or 3<sup>rd</sup>: PhD

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>7</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR KOCAELI02		ENGLISH	TURKISH	B1	B2
D DEGGEND01		GERMAN	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].

#### 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]
TR KOCAELI02	JULY	DECEMBER
D DEGGEND01	between 1st April and 1st June	between October and 1st Dec.

[\* 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>

<sup>7</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>

## Deggendorf Institute of Technology

Grading scale		
ECTS-Grade	Local grade	Proportion (%) of the entire performance in exam
A (better as 90%), around 10% of all grades	1,0 – 1,6	100 – 88
B (inferior 10% and better as 65%), share of 24%	1,7 – 2,1	87 – 78
C (inferior 45% and better as 35%), share of 30%	2,2 – 2,5	77 – 70
D (inferior 65% and better as 10%), share of 25%	2,6 – 3,0	69 – 60
E (inferior 75% and better as 10%), share of 15%	3,1 – 3,7 or 4.0	59 – 46
F (inferior 90%), share of 10% (failed)	5,0	45 – 0

**Course Load per Semester:**  
 In average 30 ECTS (European Credit Transfer System), that means 5-7 courses.  
 All exchange students have to take a German class which is twice a week and has 4 ECTS.

### 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 (e-mail, phone)	Website for information
TR KOCAELI02	International Relations Unit Phone: +90(262) 303 13 24 <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>
D DEGGEND01	Lisa.Werner@th-deg.de Phone: +49 (0)991 3615-488	<a href="https://www.th-deg.de/en/international-office#nav">https://www.th-deg.de/en/international-office#nav</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 (e-mail, phone)	Website for information
TR KOCAELI02	International Relations Unit Phone: +90(262) 303 13 24 <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;selektion=40D7F1CD0DDFBAD88607F7D8DB44EDE7">http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?DilId=1&amp;selektion=40D7F1CD0DDFBAD88607F7D8DB44EDE7</a>
D DEGGEND01	Lisa.Werner@th-deg.de Phone: +49 (0)991 3615-488	<a href="https://www.th-deg.de/en/international-office#nav">https://www.th-deg.de/en/international-office#nav</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 (e-mail, phone)	Website for information
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://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?DilId=1&amp;selektion=71D228435D62B17CE843DA165C5E249A">http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?DilId=1&amp;selektion=71D228435D62B17CE843DA165C5E249A</a>
D DEGGEND01	Susanne.Mueller2@th-deg.de Phone: +49 (0)991 3615-488	<a href="https://www.th-deg.de/en/study-with-us/accommodation">https://www.th-deg.de/en/study-with-us/accommodation</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
TR KOCAELI02	Assoc. Prof. Dr. Dođan Yüksel Erasmus Institutional Coordinator	19/01/2016	
D DEGGEND01	Prof. Dr. Peter Sperber President	18 Jan. 2016 and 26 Jan. 2018	

<sup>2</sup> Scanned signatures are accepted