



# Erasmus+ Programme

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

## Inter-institutional agreement 2021-2027 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.

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
University of Politehnica of Bucharest	RO BUCURES11	<b>Institutional Coordinator:</b> Prof. dr. ing. Mircea EREMIA University POLITEHNICA of Bucharest, Erasmus Office, R401,313 Splaiul Independentei, Bucharest, RO-060042, ROMANIA; Email: <a href="mailto:erasmus@upb.ro">erasmus@upb.ro</a> Tel. +40 21 4029284 Fax. +40 21 3181028	<a href="http://www.upb.ro">www.upb.ro</a>
		<b>Faculty Coordinator:</b> Prof. Dr. Vladimir Balan  University POLITEHNICA of Bucharest, Faculty of Applied Sciences Splaiul Independentei nr 313, Sector 6, Bucureşti, România  Cod Poştal – RO-060042; email: <a href="mailto:vladimir.balan@upb.ro">vladimir.balan@upb.ro</a>  Tel: 021.4029.630  Location: building BN, room BN-106	<a href="http://www.fsa.pub.ro">www.fsa.pub.ro</a>  <a href="http://www.physics.pub.ro/">http://www.physics.pub.ro/</a>  <a href="http://www.mathem.pub.ro/">http://www.mathem.pub.ro/</a>  <a href="http://dep2.mathem.pub.ro/index_en.html">http://dep2.mathem.pub.ro/index_en.html</a>  <a href="http://www.math.pub.ro/">http://www.math.pub.ro/</a>
Kocaeli University	TR KOCAELI02	<b>Institutional Erasmus Coordinator</b> Assoc. Prof. Dr. Banu INAN KARAGUL <a href="mailto:International@kocaeli.edu.tr">International@kocaeli.edu.tr</a> +90(262) 303 3844	<a href="http://int.kocaeli.edu.tr/int/">http://int.kocaeli.edu.tr/int/</a>
		<b>Departmental contact:</b> Assoc. Prof. Dr. Arif OZKAN <a href="mailto:arif.ozkan@kocaeli.edu.tr">arif.ozkan@kocaeli.edu.tr</a> Faculty of Technology Biomedical Engineering Department Umuttepe Kampüsü, İzmit,	<a href="http://biyomedikal.kocaeli.edu.tr/eng/index.php">http://biyomedikal.kocaeli.edu.tr/eng/index.php</a>

<sup>1</sup>Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## A. Information about higher education institutions

## B. Mobility numbers<sup>2</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> ] 3	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	ROBUCURES11	071	Biomedical Engineering	2 <sup>nd</sup> , 3 <sup>rd</sup>	2 students / semester	1
ROBUCURES11	TR KOCAELI02	0533	Physical Engineering	2 <sup>nd</sup> , 3 <sup>rd</sup>	2 students / semester	1
		0541	Applied Mathematics and Informatics in Engineering	2 <sup>nd</sup> , 3 <sup>rd</sup>	2 students / semester	1

[\*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	ROBUCURES11	071	Biomedical Engineering	1 staff x 10 days or 2 staff x 5 days	1 staff x 10 days or 2 staff x 5 days
ROBUCURES11	TR KOCAELI02	0533	Physical Engineering	1 staff x 10 days or 2 staff x 5 days	1 staff x 10 days or 2 staff x 5 days
		0541	Applied Mathematics and Informatics in Engineering	1 staff x 10 days or 2 staff x 5 days	1 staff x 10 days or 2 staff x 5 days

<sup>2</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>)

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

### 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]
TR KOCAELI02	071 Biomedical Engineering	Turkish	English	B1 English	B1 English
ROBUCURES11	Physical Engineering	Romanian	English	B1 English	B1 English
	Applied Mathematics and Informatics in Engineering	Romanian	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

#### Additional Requirements at Kocaeli University

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

[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
RO BUCURES11	June 30 <sup>th</sup>	November 30 <sup>th</sup>

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

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

3. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
TR KOCAELI02	SEPTEMBER - FEBRUARY	FEBRUARY - JUNE
RO BUCURES11	SEPTEMBER - FEBRUARY	FEBRUARY - JUNE

4. 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.

<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>

5. Termination of the agreement: Each party reserves the right to extend, amend or terminate the inter-institutional agreement on the basis of reciprocity. In the event of unilateral termination of the agreement, either party should inform the other party in writing about its decision to discontinue the exchanges with a notice of at least one academic year, provided that such termination shall not affect the students nominated prior to the date of notification. 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 Kocaeli University*

TR KOCAELI02 <http://int.kocaeli.edu.tr/>

ECTS	Letter	Numbers	out of 100	level
A	AA	4,00	90-100	Excellent
B	BA	3,50	85-89	Very Good
C	BB	3,00	80-84	Good
D	CB	2,50	75-79	Satisfactory
E	CC	2,00	65-74	Sufficient
FX*	DC	1,50	58-64	Fail
FX*	DD	1,00	50-57	Fail
F*	FD	0,50	40-49	Fail
F*	FF	0,00	39-less	Fail

At UPB, one full academic year includes two semesters with an ECTS credit of 30 for each. Each course is marked in numbers from 1,00 to 10,00. In order to promote a course, each student must obtain at least the mark 5 (out of 10). For each course, certain ECTS points will be obtained, if the course is promoted (the mark is between 5 and 10). Usually each promoted course receive 2-6 ECTS points.

### 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: <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>
RO BUCURES11	Program Erasmus Phone: <b>+40 214 029 284</b> Email: <a href="mailto:erasmus@upb.ro">erasmus@upb.ro</a> <a href="mailto:student.erasmus@upb.ro">student.erasmus@upb.ro</a>	<a href="https://upb.ro/erasmus/">https://upb.ro/erasmus/</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
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/index.cfm?Dilid=1">http://ogr.kocaeli.edu.tr/KOUBS/akts/index.cfm?Dilid=1</a>
RO BUCURES11	Program Erasmus Phone: <b>+40 214 029 284</b>	<a href="https://upb.ro/erasmus/">https://upb.ro/erasmus/</a>

	Email: <a href="mailto:erasmus@upb.ro">erasmus@upb.ro</a> <a href="mailto:student.erasmus@upb.ro">student.erasmus@upb.ro</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
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/index.cfm?Dilid=1">http://ogr.kocaeli.edu.tr/KOUBS/akts/index.cfm?Dilid=1</a>
RO BUCURES11	Program Erasmus Phone: <b>+40 214 029 284</b> Email: <a href="mailto:erasmus@upb.ro">erasmus@upb.ro</a> <a href="mailto:student.erasmus@upb.ro">student.erasmus@upb.ro</a>	<a href="https://upb.ro/erasmus/">https://upb.ro/erasmus/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
TR KOCAELI02	Assoc. Prof. Dr. Banu INAN KARAGUL Institutional Erasmus Coordinator	17/11/2020	 Assoc. Prof. Dr. Banu INAN KARAGUL Institutional Relations Unit Coordinator
RO BUCURES11	Prof.dr.ing. Mircea EREMIA ERASMUS+ Institutional Coordinator	16.11.2020	 UNIVERSITATEA POLITEHNICA Bucuresti ERASMUS+ BUCURESTI

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