



# Erasmus+ Programme

## Key Action 1

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

## Inter-institutional<sup>1</sup> agreement 2014-2021<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)
Technická univerzita v Kosiciach Letecká fakulta / Technical University of Kosice, Faculty of Aeronautics	SK KOSICE03	Erasmus Institut. Coordinator: Ing. Erna Beres Phone: +421 556022114 e-mail: <a href="mailto:erna.beres@tuke.sk">erna.beres@tuke.sk</a> Academic contact: doc. Ing. Slavomír Kiš, CSc. Phone: +421 55602 6192	<a href="http://www.tuke.sk">www.tuke.sk</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.

<b>Kocaeli Üniversitesi</b> (In English: Kocaeli University)  <b>School of Civil Aviation</b>	TR KOCAELI02	Erasmus Institutional Coordinator: Prof. Serdal PAMUK, PhD., Tel: +902623031332 Fax: +902623031044 E-mail: <a href="mailto:spamuk@kocaeli.edu.tr">spamuk@kocaeli.edu.tr</a>  Erasmus school coordinator: Assist. Prof. Melike Akkaraca KÖSE, PhD. Kocaeli Üniversitesi Arslanbey Kampusu Sivil Havacılık Yüksekokulu 41285 Kartepe Kocaeli, TURKEY Phone: +90 262 351 33 10 E-mail: <a href="mailto:melike.kose@kocaeli.edu.tr">melike.kose@kocaeli.edu.tr</a>	<a href="http://int.kocaeli.edu.tr/int/">http://int.kocaeli.edu.tr/int/</a>  <a href="http://shyo.kocaeli.edu.tr/index.php/page/undergraduate-programme/36">http://shyo.kocaeli.edu.tr/index.php/page/undergraduate-programme/36</a>
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## 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> ]*	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
SK KOSICE03	TR KOCAELI02	04.9	Aviation Management	1 <sup>st</sup>	3 students	
TR KOCAELI02	SK KOSICE03	04.9	Aviation Management	1 <sup>st</sup>	3 students/ 10 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

<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>)



**Remarks: Based on the learning agreement (courses chosen) students need to hand in an official document from the HEI or respective institution, stating the required language level in EN Language.**

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**

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

#### **E. Calendar**

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

<b>Receiving institution</b> [Erasmus code]	<b>Autumn term*</b> [month]	<b>Spring term*</b> [month]
SK KOSICE03	30 JUNE	30 NOVEMBER
TR KOCAELI02	1 July	1 December

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

#### **F. INFORMATION**

##### **1. Grading systems of the institutions**

*[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>7</sup>. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]*

**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/kurum.cfm?Dilid=1&selection=056C8B83DEAB1EA0B053CC6A91A3C92A>

<sup>7</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

\* These grades are transferred into the highest equivalent grade at Kocaeli University. FX grades are regarded as "Conditional Pass" by Kocaeli University depending on the semester grade point average of a student.

## **Grading Scale at the Technicka univerzita v Kosiciach.**

The following scale is used for all types of evaluations/examinations and at all faculties:

Grade	Number of points	Definition
A	91 – 100	Excellent
B	81 – 90	Very good
C	71 – 80	Good
D	61 – 70	Satisfactory
E	51 – 60	Sufficient
FX	Less than 51	Fail

### **2. Visa**

#### **[F.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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
SK KOSICE03	Erna.Beres@tuke.sk	www.tuke.sk/erasmus
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</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
SK KOSICE03	Erna.Beres@tuke.sk	www.tuke.sk/erasmus
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;selection=A232C244A92E14F825ADA97181F8BD7B">http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?Dilid=1&amp;selection=A232C244A92E14F825ADA97181F8BD7B</a>

#### 4. **Housing**



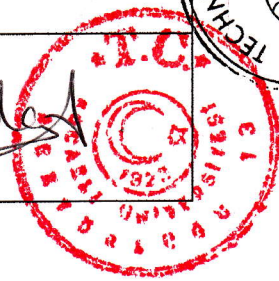
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

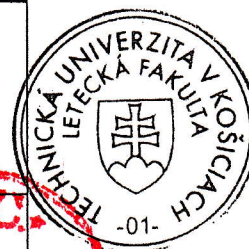
Information and assistance can be provided by the following persons and information sources:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
SK KOSICE03	Erna.Beres@tuke.sk	www.tuke.sk/erasmus
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;selection=38E5F80DDDB31209BDB694D1ECEBA1F9">http://ogr.kocaeli.edu.tr/KOUBS/akts/ogrenci.cfm?Dilid=1&amp;selection=38E5F80DDDB31209BDB694D1ECEBA1F9</a>  <a href="http://int.kocaeli.edu.tr/int/studentexchange.php?Accommodation=Info">http://int.kocaeli.edu.tr/int/studentexchange.php?Accommodation=Info</a>



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

<b>Institution</b> [Erasmus code]	<b>Name, function</b>	<b>Date</b>	<b>Signature<sup>8</sup></b>
SK KOSICE03	Prof. Ing. František Adamčík, CSc. Dean Faculty of Aeronautics Technical University of Kosice	24.9.2014	
TR KOCAELI02	Erasmus Institutional Coordinator: <i>On behalf of</i> Prof. Serdal PAMUK, Ph.D.	02/10/2014	 



<sup>8</sup> Scanned signatures are accepted