



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional agreement 2019/2020-2020/2021 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	Erasmus code	Contact details (email, phone)	Website
AGH University of Science and Technology	PL KRAKOW02	<u>Institutional Coordinator:</u> Ph.D. Eng Tadeusz Pająk, Faculty of Mechanical Engineering and Robotics, Al. Mickiewicza 30, 30-059 Kraków Phone: +48 12 617 30 79, e-mail: pajak@agh.edu.pl	General information: www.agh.edu.pl Courses catalogue: https://intstudies.agh.edu.pl/
		<u>Departmental coordinator:</u> Prof. Elżbieta Pamuła, Faculty of Materials Science and Ceramics, Al. Mickiewicza 30, 30-059 Kraków Phone: +48 12 617 44 48, e-mail: epamula@agh.edu.pl	
Kocaeli University	TR KOCAELI02	<u>Institutional Erasmus Coordinator</u> Assoc. Prof. Dr. Banu INAN KARAGUL International@kocaeli.edu.tr +90(262) 303 3844	General Information : http://www.kocaeli.edu.tr/ Course catalogue : http://biyomedikal.kocaeli.edu.tr/dosyalar/lisans_ders_plani.pdf
		<u>Departmental contact:</u> Assoc. Prof. Dr. Arif OZKAN arif.ozkan@kocaeli.edu.tr Faculty of Technology Biomedical Engineering Department Umuttepe Kampüsü, İzmit, KOCAELİ	

B. Mobility numbers 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	TO	Area code ISCED	Subject area name	Study cycle 1 st , 2 nd , 3 rd	Number of student mobility periods	
					Student Mobility for Studies Students x months	Student Mobility for Traineeships Students x months
PL KRAKOW02	TR KOCAELI02	0531	Material Sciences	1 st or 2 nd	1 student x 5 months	By individual agreement
		051	Chemical Technology - Bioengineering	1 st or 2 nd	1 student x 5 months	By individual agreement
TR KOCAELI02	PL KRAKOW02	071	Biomedical Engineering	1 st or 2 nd	1 student x 5 months	By individual agreement
		071	Biomedical Engineering	2 nd or 3 rd		1 student x 3 months
FROM	TO	Area code ISCED	Subject area name	Number of staff mobility periods		
				Staff Mobility for Teaching Weeks x hours	Staff Mobility for Training Weeks x hours	
PL KRAKOW02	TR KOCAELI02	0531	Materials Science	1 teacher x 1 week x 8 hours	By individual agreement	
		051	Chemical Technology - Bioengineering			
TR KOCAELI02	PL KRAKOW02	071	Biomedical Engineering Technology Faculty	1 teacher x 1 week x 8 hours	By individual agreement	

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	Area code [ISCED]	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
PL KRAKOW02	0531/051	English		B2	B2
TR KOCAELI02	071/071	English		B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

PL KRAKOW02

Criteria for incoming students: CENTRE FOR INTERNATIONAL STUDENTS , www.international.agh.edu.pl
After entering our website please follow the steps entering the sections:

1. Education Offer
2. Short-term programmes
3. Exchange programmes
4. Erasmus or other exchange

TR KOCAELI02

information for incoming exchange students:

E. Calendar

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

Receiving institution	Autumn term* [month]	Spring term* [month]
PL KRAKOW02	01.10-23.02 (autumn term) 15.06 (nominations) 30.06 (applications)	03.03-30.09 (spring term) 15.11 (nominations) 30.11 (applications)
TR KOCAELI02	01.10-23.02 (autumn term) 15.06 (nominations) 30.06 (applications)	03.03-30.09 (spring term) 15.11 (nominations) 30.11 (applications)

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

2. TR KOCAELI02 will send its decision within **10 weeks** after submitting all required documents
PL KRAKOW02 will send its decision within **10 weeks** after submitting all required documents
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.

PL KRAKOW02: *Transcripts of Records (documenting credits earned at the AGH UST) will be issued by AGH UST. Every student must pick up the transcript him/herself from the Centre for International Students. The AGH UST will NOT automatically send your transcript to your home university. If the student's exam grades are not yet available when you leave, please make arrangements with the proper office to have your transcript sent to you.*

4. Termination of the agreement

In case of earlier 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 June of year N will only take effect as of 1 September of year N+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 KRAKOW02: AGH UST Study Regulations <https://international.agh.edu.pl/>

- The following grading scale shall be in force at the University:
 - 91 – 100% bardzo dobry (5.0) [Polish equivalent of very good];
 - 81 – 90% plus dobry (4.5) [Polish equivalent of good plus];
 - 71 – 80% dobry (4.0) [Polish equivalent of good];
 - 61 – 70% plus dostateczny (3.5) [Polish equivalent of satisfactory plus];
 - 50 – 60% dostateczny (3.0) [Polish equivalent of satisfactory];
 - under 50% niedostateczny (2.0) [Polish equivalent of unsatisfactory].
- In exceptional situations, if there are no bases for assigning a grade, an academic teacher responsible for the course may recognize the course as completed using the descriptor "zaliczono (zal.)" (Polish equivalent of "passed").
- Grades shall be issued for compulsory classes and examinations, if provided in the study plan, subject to section 4.
- Upon completing the physical education classes, due to specific nature of this course, the specific notations shall be made:
 - "zaliczono" (Polish equivalent of "passed") – for students who have achieved the minimum required to complete physical education classes,
 - "niezaliczono" (Polish equivalent of "not passed") – for students who have not achieved the minimum required to complete physical education classes,
 - "zaświadczenie lekarskie" (Polish equivalent of "medical certificate").
- The verbal descriptor "zal." (Polish equivalent of "passed") shall have no equivalent in the numerical grade and shall not be taken into account when calculating the average grade for the settlement period.

TR KOCAELI02

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
X*	DC	1,50	58-64	Fail
X*	DD	1,00	50-57	Fail
*	FD	0,50	40-49	Fail
*	FF	0,00	39-less	Fail
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	Contact details (email, phone)	Website for information
PL KRAKOW02	biesaga@agh.edu.pl (48) 12-617-52-38	https://international.agh.edu.pl/
TR KOCAELI02	intoffice@kocaeli.edu.tr +90(262) 303 38 43-44	http://int.kocaeli.edu.tr/

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	Contact details (email, phone)	Website for information
PL KRAKOW02	biesaga@agh.edu.pl (48) 12-617-52-38	https://international.agh.edu.pl/ The European Health Insurance Card (or EHIC) is issued free of charge and allows anyone who is insured by or covered by a statutory social security scheme of the EEA countries and Switzerland to receive medical treatment in another member state for free or at a reduced cost, if that treatment becomes necessary during their visit More details: https://www.ekuz.nfz.gov.pl/content/information-entitled-persons-other-euefta-member-states Central Office of the National Health Fund - The Department of International Affairs Centrala Narodowego Funduszu Zdrowia - Departament Współpracy Międzynarodowej ul. Grójecka 186, 02-390 Warszawa tel. +48 (22) 572 62 68, fax +48 (22) 572 63 19
TR KOCAELI02	intoffice@kocaeli.edu.tr +90(262) 303 38 43-44	http://int.kocaeli.edu.tr/

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	Contact details (email, phone)	Website for information
PL KRAKOW02	tel.: +48(12) 617 34 71 fax: +48 (12) 637 24 16 e-mail: miasteczko@agh.edu.pl	AGH UST Campus ul. Józefa Rostafińskiego 7a, 30-072 Kraków https://akademik.agh.edu.pl/ http://www.miasteczko.agh.edu.pl/index_en.php?menu=spl http://www.miasteczko.agh.edu.pl/index_en.php
TR KOCAELI02	intoffice@kocaeli.edu.tr +90(262) 303 38 43-44	http://int.kocaeli.edu.tr/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature ¹
PL KRAKOW02	Prof. dr hab. inż. Jerzy Lis Vice-Rector for Cooperation	21/02/2020	
TR KOCAELI02	Assoc. Prof. Dr. Banu INAN KARAGUL Institutional Erasmus Coordinator	27/2/2020	
	Assoc. Prof. Dr. Arif OZKAN Department Coordinator	27/02/2020	

Scanned signatures are accepted