



# Erasmus+ Programme

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

### Inter-institutional agreement 2020-2025 between programme countries

#### [Minimum requirements]

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.7

#### A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
University "POLITEHNICA" of Bucharest <b>ERASMUS Institutional Coordinator:</b> Prof. dr. Ing. Mircea EREMIA	RO BUCURES11	University POLITEHNICA of Bucharest, Erasmus Office, R401, 313 Splaiul Independentei, Bucharest, RO-060042, ROMANIA Email: socrates@rectorat.pub.ro Tel. +40 21 4029284 Fax. +40 21 3181028	www.upb.ro
Faculty of Power Engineering Department of Energy Production and Use <b>Faculty Coordinator:</b> Associate Professor PhD Eng. Diana Mariana COCĂRTĂ		University "POLITEHNICA" of Bucharest, Faculty of Power Engineering, Department of Energy Production and Use dianacocarta13@yahoo.com Phone: +40749105961	http://www.upb.ro/en
Kocaeli University Assoc. Prof. Dr. Banu İNAN KARAGÜL Erasmus Institutional Coordinator	TR KOCAELI02	Kocaeli Üniversitesi Umutepe Yerleşkesi Sosyal Tesisler No:30 41380, İzmit/Kocaeli/TÜRKİYE Tel: +902623033862 E-mail: international@kocaeli.edu.tr	http://int.kocaeli.edu.tr/index_en.php
Assist.Prof.Dr. Mıhriban Civan Kocaeli Üniversitesi Umutepe Kampüsü Mühendislik Fakültesi Çevre Mühendisliği Bölümü İzmit/KOCAELİ		Kocaeli Üniversitesi Umutepe Kampüsü Mühendislik Fakültesi Çevre Mühendisliği Bölümü İzmit/KOCAELİ, Tel: +902623031332	

## B. Mobility numbers<sup>1</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> ] 2	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	RO BUCURES11	0712	Environmental Engineering	1st	2x6 months	2x20 days
		0712	Environmental Engineering	2 <sup>nd</sup>	2x6 months	
		0712	Environmental Engineering	3 <sup>th</sup>	2x6 months	
RO BUCURES11	TR KOCAELI02	0712	Environmental Engineering	1st	2x6 months	2x20 days
		0712	Environmental Engineering	2 <sup>nd</sup>	2x6 months	
		0712	Environmental Engineering	3 <sup>th</sup>	2x6 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 [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 Staff Mobility for Training * [total number of days of teaching periods or average duration*]	
TR KOCAELI02	RO BUCURES11	0712	Environmental Engineering	1x5 days	1x5 days
RO BUCURES11	TR KOCAELI02	0712	Environmental Engineering	1x5 days	1x5 days

<sup>1</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>2</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>3</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR KOCAELI02		English	Turkish	B1	B2
RO BUCURES11		English	French/ German / Romanian	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

#### Additional requirements at the University "POLITEHNICA" of Bucharest

There are no additional requirements of University POLITEHNICA Of Bucharest.

#### Additional requirements at Kocaeli University

There are no additional requirements of 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	15 JULY	15 DECEMBER
RO BUCURES11	June 30th	November 30th

[\* 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.

<sup>3</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>

## 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>

#### University "POLITEHNICA" of Bucharest grading system Description of the institutional grading system:

Individual course is graded on a scale of 1-10;

1-4 = fail;

5 = sufficient;

6 = satisfactory;

7-8 = good;

9 = very good;

10 = excellent.

The maximum final university grade is 10.

Language courses and laboratories are usually graded as "Approved", if passed.

#### ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

#### ECTS Grading scale:

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	9	VERY GOOD - above the average standard but with some errors
C	7-8	GOOD - generally sound work with a number of notable errors
D	6	SATISFACTORY - fair but with significant shortcomings
E	5	SUFFICIENT - performance meets the minimum criteria

### 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 38 43-44 Email: <a href="mailto:international@kocaeli.edu.tr">international@kocaeli.edu.tr</a>	<a href="http://int.kocaeli.edu.tr/index_en.php?enpages=page&amp;id=student-visa">http://int.kocaeli.edu.tr/index_en.php?enpages=page&amp;id=student-visa</a>
RO BUCURES11	Email: <a href="mailto:erasmus@upb.ro">erasmus@upb.ro</a> Tel. +40 21 4029284	<a href="https://upb.ro/en/erasmus/">https://upb.ro/en/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
<b>TR KOCAELI02</b>	International Relations Unit Phone: +90(262) 303 38 43-44 Email: <a href="mailto:international@kocaeli.edu.tr">international@kocaeli.edu.tr</a>	<a href="http://int.kocaeli.edu.tr/index_en.php?enpages=page&amp;id=insurance">http://int.kocaeli.edu.tr/index_en.php?enpages=page&amp;id=insurance</a>
<b>RO BUCURES11</b>	Email: <a href="mailto:erasmus@upb.ro">erasmus@upb.ro</a> Tel. +40 21 4029284	<a href="https://upb.ro/en/erasmus/">https://upb.ro/en/erasmus/</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
<b>TR KOCAELI02</b>	International Relations Unit Phone: +90(262) 303 38 43-44 Email: <a href="mailto:international@kocaeli.edu.tr">international@kocaeli.edu.tr</a>	<a href="http://int.kocaeli.edu.tr/index_en.php?enpages=page&amp;id=accommodation">http://int.kocaeli.edu.tr/index_en.php?enpages=page&amp;id=accommodation</a>
<b>RO BUCURES11</b>	Email: <a href="mailto:erasmus@upb.ro">erasmus@upb.ro</a> Tel. +40 21 4029284	<a href="https://upb.ro/en/erasmus/">https://upb.ro/en/erasmus/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
<b>TR KOCAELI02</b>	<b>Assoc. Prof. Dr. Banu İNAN KARAGÜL</b> Erasmus Institutional Coordinator	15.01.2020	
<b>RO BUCURES11</b>	<b>Prof. dr. ing. Mircea EREMIA</b> ERASMUS+ Institutional Coordinator	08.01.2020	

<sup>4</sup> Scanned signatures are accepted