



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2017-2021<sup>2</sup> 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 (and department, where relevant)	Erasmus code	Contact details <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Firat University Elazig</b>	<b>TR ELAZIG01</b>	<b>Prof.Dr. Sedat SÜNER</b> Erasmus Institutional Coordinator Email: <a href="mailto:ssunter@firat.edu.tr">ssunter@firat.edu.tr</a> Tel.: +90 424 2370061 <b>Assoc. Prof. Bahar DEMİREL</b> Erasmus Coordinator of Faculty of Technology Firat University Faculty of Technology Civil Engineering Department 23119 Elazig, Turkey Tel.: +90 424 2370000-4284 Fax: +90 424 2367064 E-Mail: <a href="mailto:bdemirel@firat.edu.tr">bdemirel@firat.edu.tr</a>	<a href="http://catalog.firat.edu.tr/?Dil=ENG">http://catalog.firat.edu.tr/ ?Dil=ENG</a>
<b>West Pomeranian University of Technology Szczecin</b>	<b>PL SZCZECI02</b>	<b>Agata Bruska</b> - Erasmus Plus Co-ordinator Department of Educational Matters - International Cooperation al. Piastów 17, 70-310 Szczecin, POLAND tel. (+48 91) 449 4780 e-mail: <a href="mailto:incoming@zut.edu.pl">incoming@zut.edu.pl</a> <b>Dr. Andrzej Pozlewicz</b> Faculty of Civil Engineering and Architecture - civil engineering, environmental engineering <a href="mailto:Andrzej.Pozlewicz@zut.edu.pl">Andrzej.Pozlewicz@zut.edu.pl</a> tel. +48 91 449 42 01	<a href="http://www.erasmusplus.zut.edu.pl/en">http://www.erasmusplus.z ut.edu.pl/en</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> Contact details to reach the senior officer in charge of this agreement and of its possible updates.



## B. Mobility numbers<sup>4</sup> per academic year

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	Student Mobility for Traineeships *
					[total number of students and total number of months*]	
TR ELAZIG01	PL SZCZECI02	0732	Civil Engineering	1, 2	3x5=15 Months	-
PL SZCZECI02	TR ELAZIG01	0732	Civil Engineering	1, 2, 3	3x5=15 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 ELAZIG01	PL SZCZECI02	0732	Civil Engineering	3 x 1 week	8 teaching hours	Four weeks
PL SZCZECI02	TR ELAZIG01	0732	Civil Engineering	3 x 1 week	8 teaching hours	Four weeks

<sup>4</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>)



### 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>5</sup>	
				Student Mobility for Studies Minimum recommended level: B1	Staff Mobility for Teaching Minimum recommended level: B2
TR ELAZIG01		English	Turkish	B1	B2
PL SZCZECI02		English		B2	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<sup>5a</sup>

Both above mentioned institutions have the conditions for the acceptance of students and staff with disabilities.

#### PL SZCZECI02:

1. Guide for incoming students available at:

<http://erasmusplus.zut.edu.pl/eng/International-students.html>

2. Students with disabilities can be accepted after the consultation with the Faculty Coordinator and International Office (educational matters). Some rooms accessible to wheelchairs are available in one of the student houses.

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn semester* [month]	Spring semester* [month]
TR ELAZIG01	30 <sup>th</sup> AUGUST	30 <sup>th</sup> January
PL SZCZECI02	30 <sup>th</sup> MAY	30 <sup>th</sup> November

<sup>5</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>

<sup>5a</sup> 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



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

2. The receiving institution will send its conditional decision within [4] weeks.
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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

*This agreement will be in effect for the full duration of the ERASMUS+ Programme. In case of premature termination, a notice of at least one academic year will be given. 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. 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<sup>5a</sup>

TR ELAZIG01: <http://portal.firat.edu.tr/WebPortal/?BirimID=49&Git=VeriOku&SayfaID=1349&/ECTS.html>

### PL SZCZECIO2:

Grading Scale at the West Pomeranian University of Technology, Szczecin. The following scale is used for all types of evaluations/examinations:

Former ECTS grade	description	mark	Polish	English equivalent
A	an excellent performance	5,0	bardzo dobry	excellent
B	an above average performance (with some minor mistakes)	4,5	dobry plus	very good
C	an above average performance (generally sound work with some notable errors)	4,0	dobry	good
D	an average performance	3,5	dostateczny plus	fair
E	a performance meets the minimum criteria in spite of its shortcomings	3,0	dostateczny	satisfactory
F, FX	a performance does not meet the minimum criteria	2,0	niedostateczny	unsatisfactory / fail

### 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 ELAZIG01	<a href="mailto:ssunter@firat.edu.tr">ssunter@firat.edu.tr</a> <a href="mailto:erasmus@firat.edu.tr">erasmus@firat.edu.tr</a>	<a href="http://www.mfa.gov.tr/default.en.mfa">http://www.mfa.gov.tr/default.en.mfa</a>
PL SZCZECI02	Department of Educational Matters - International Cooperation  E- mail: <a href="mailto:incoming@zut.edu.pl">incoming@zut.edu.pl</a>	<a href="http://erasmusplus.zut.edu.pl/eng/international-students.html">http://erasmusplus.zut.edu.pl/eng/international-students.html</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 ELAZIG01	<a href="mailto:ssunter@firat.edu.tr">ssunter@firat.edu.tr</a> <a href="mailto:erasmus@firat.edu.tr">erasmus@firat.edu.tr</a>	<a href="http://portal.firat.edu.tr/WebPortal/?BirimID=263&amp;Git=VeriOku&amp;SayfaID=23148/Insurance.html">http://portal.firat.edu.tr/WebPortal/?BirimID=263&amp;Git=VeriOku&amp;SayfaID=23148/Insurance.html</a>
PL SZCZECI02	Department of Educational Matters - International Cooperation  E- mail: <a href="mailto:incoming@zut.edu.pl">incoming@zut.edu.pl</a>	<a href="http://erasmusplus.zut.edu.pl/eng/international-students.html">http://erasmusplus.zut.edu.pl/eng/international-students.html</a>

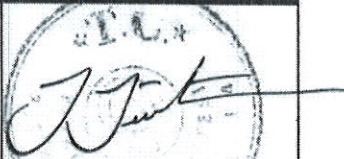
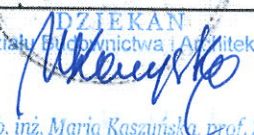

### 4. Housing

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
TR ELAZIG01	<a href="mailto:erasmus@firat.edu.tr">erasmus@firat.edu.tr</a>	Our university can assure free accommodation for 20 students within the campus. For the rest we will help them to find a place in private dormitories.  For more details, please <u>contact us by email</u> .
PL SZCZECI02	Department of Educational Matters - International Cooperation  E- mail: <a href="mailto:incoming@zut.edu.pl">incoming@zut.edu.pl</a>	<a href="http://erasmusplus.zut.edu.pl/eng/international-students.html">http://erasmusplus.zut.edu.pl/eng/international-students.html</a>

# **G. SIGNATURES OF THE INSTITUTIONS (legal representatives or delegates)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
TR ELAZIG01	<b>Prof.Dr. Sedat SÜNTER</b> Erasmus Institutional Coordinator	20/3/2017	
PL SZCZECI02	<b>Dr hab. inż. Maria Kaszyńska, prof. ZUT</b> Dean of the Faculty of Civil Engineering and Architecture  <b>Dr hab. inż. Bożena Śmiałkowska, prof. ZUT</b> Vice-Rector for Educational Matters	31.03.2017	 DZIEKAN Wydziału Inżynierii i Architektury dr hab. inż. Maria Kaszyńska, prof. ZUT   PROREKTOR ds. kształcenia dr hab. Bożena Śmiałkowska, prof. nadzw.

Zachodniopomorski Uniwersytet  
Technologiczny w Szczecinie  
70-310 Szczecin, al. Piastów 17  
-10-

<sup>6a</sup> It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide ([http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)). 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.

<sup>6</sup> Scanned signatures are accepted