



Erasmus+ Programme

Key Action 1

Mobility for learners and staff

Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2021

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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Nicolaus Copernicus University in Toruń Faculty of Political Science and International Studies	PL TORU N01	<i>Erasmus Institutional Coordinator: Mrs Ewa Derkowska-Rybicka</i> (ewader@umk.pl) <i>Incoming students officer:</i> Mrs Małgorzata Grudzińska (incoming@erasmus.umk.pl) International Programmes Office, ul. Gagarina 11, 87-100 Toruń, Poland tel/fax. +48 56 6114929 tel. +48 56 6114928, 6112246 <i>Departmental Erasmus Coordinator:</i> Mr Dariusz Góra-Szopiński, PhD ul. Batorego 39 L	ERASMUS incoming information: www.umk.pl/en/cooperation/erasmus/ Course catalogue – department: www.wpism.umk.pl/index.php/international/courses-in-foreign-languages Course catalogue – university: www.umk.pl/en/cooperation/erasmus/students/study/ Semester dates: www.umk.pl/en/cooperation/guide/calendar/

		87-100 Toruń, Poland tel. +48 56 6112120 fax +48 56 6112119 chopin@umk.pl	
Ankara University <i>Faculty of Political Science</i>	TR ANKARA A01	Prof. Dr. Sibel SÜZEN <i>Erasmus Institutional Coordinator</i> Ankara University, Faculty of Pharmacy Tandogan 06100 Ankara, TURKEY sibel@pharmacy.ankara.edu.tr Tel : +90312 203 30 74 Fax: +90312 380 03 33 Asst. Prof. Dr. Altug Yalcintas <i>Erasmus Faculty Coordinator</i> Faculty of Political Science 06590 Cebeci Ankara Turkey altug.yalcintas@politics.ankara.edu.tr Tel: +90312 5951495 Fax: +90312 3197736	Website of the EU Office: http://erasmus.ankara.edu.tr Website of the Faculty of Political Science: http://politics.ankara.edu.tr/english/ Website of the Erasmus Programme of the Faculty of Political Science: http://politics.ankara.edu.tr/english/?bil=bil_icerik&icerik_id=365&menu=1&ens_birim=4354

B. Mobility numbers¹ 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 [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 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
PL TORUN01	TR ANKARA01	313	Political Science and Civics	1 st , 2 nd , 3 rd	10 (2x 5 months)	2
TR ANKARA01	PL TORUN01	313	Political Science and Civics	1 st , 2 nd , 3 rd	10 (2x 5 months)	2

¹ 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>)

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 *
PL TORUN01	TR ANKARA01	313	Political Science and Civics	1 - 7	7 days (1 X 1 week)
TR ANKARA01	PL TORUN01	313	Political Science and Civics	1 - 7	7 days (1 X 1 week)

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 instruc- tion 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL TORUN01		Polish	English	B2 in English	B2 in English
TR ANKARA01		Turkish	English	A2 in English or TOEFL 53 (ibt) / 153 (cibt) / 477 (pbt) or IELTS 5,5	B2 in 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

PL TORUN01:

- Erasmus students who wish to follow courses at more than one faculty at NCU need to obtain the approval of a coordinator/dean of a respective/particular faculty. The

² 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>

list of Erasmus coordinators at NCU is available at
www.umk.pl/en/cooperation/erasmus/coordinators/

- Erasmus students interested in writing a final BA-/MA-/PhD-thesis at NCU should ask a respective coordinator to get an approval to do so. Final theses need to be graded by the home institution/not by NCU.
- Nicolaus Copernicus University attempts at facilitating the Erasmus exchange students with disabilities or permanent illnesses. Our International Programmes Office, in cooperation with the Section for Students with Disabilities, tries to meet your special needs. More details and steps to follow available at: www.umk.pl/en/cooperation/erasmus/students/disabled/
 Contact: International Programmes Office, +48 56 6114928, incoming@erasmus.umk.pl
- Additional information on medical care at NCU in Toruń is available at www.umk.pl/en/cooperation/guide/issues/#A2/
- Health and safety issues are a very important matter at our university; therefore, during the Orientation Weeks we offer Erasmus students a special pack concerning Emergency Issues. We also provide students with a psychological help during their Erasmus stay in Toruń.
 Contact: an English speaking psychologist, counselling@erasmus.umk.pl
- For the implementation of **STA/STT**-mobilities – incoming staff is required to get confirmation of invitation by an NCU contact person from the respective faculty in reasonable advance in order to prepare a satisfactory programme of teaching/training.

Ankara University, Faculty of Political Sciences:

Additional information updated each semester is available here:

http://politics.ankara.edu.tr/english/?bil=bil_icerik&icerik_id=365&menu=1&ens_birim=435

4

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL TORUN01	1 st June	1 st November
TR ANKARA01	1 st July	1 st December

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

2. The receiving institution will send its decision within the following time frame:

PL TORUN01: within 6 weeks

TR ANKARA01: within 10 weeks

PL TORUN01 receives nominations by email (pls. give student's first and family name, e-mail, area of studies and semester of Erasmus scholarship). Students should apply according to the procedure given on www.umk.pl/en/cooperation/erasmus/students/application.

The online application should be submitted by the students by the **1st of June** or **1st of November**.

Transcript of Records

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, given that the transcript form and all relevant course work documents have been submitted by the student.

Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. 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 TORUN01

The Nicolaus Copernicus University follows the ECTS scheme, which means that ECTS credits are allocated to course units, lectures, practical works, etc. at each faculty. In ECTS, 60 credits represent one year of study (in terms of workload); normally 30 credits are given for six months (a term/semester).

The Polish grading system in higher education is based on the 5 to 2 scale, where 5 is the best mark and 2 is the worst.

Moreover, students can also be marked with additional signs of + and -. Each of them equals half a point: + means 0.5 more. Some courses, however, are not evaluated on such a marking scheme and for these a student may simply obtain *zal.* or *zaliczenie* (EN. 'pass') which means that their workload was satisfactory and they have passed the course.

Uniwersytet Mikołaja Kopernika w Toruniu	ECTS	
Grade	Grade	Predicate
5	A	Excellent
4,5	B	Very Good
4	C	Good
3,5	D	Satisfactory
3	E	Sufficient
2	F	Fail

Zal. / pass	Participation; i.e. the student has successfully and regularly attended the course.
-------------	---

TR ANKARA01: Our University uses the ECTS credits system (1 CFU = 1 ECTS). Information for grades at: <http://erasmus.en.ankara.edu.tr/incoming-students/ects-guide/>

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
PL TORUN01	Malgorzata Grudzinska incoming@erasmus.umk.pl Tel. +48 56 6114928	#A1 Polish Ministry of Foreign Affairs: www.msz.gov.pl/en/travel_to_poland/
TR ANKARA01	Mr. Onur Hosnut euoffice@ankara.edu.tr esnankarauni@esnturkey.org Tel: +90 312 2126040 – ext. 2293	http://erasmus.en.ankara.edu.tr/incoming-students/residence-permit/

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
PL TORUN01	Malgorzata Grudzinska incoming@erasmus.umk.pl Tel. +48 56 6114928	#A2
TR ANKARA01	Mr. Onur Hosnut euoffice@ankara.edu.tr	http://erasmus.en.ankara.edu.tr/incoming-students/social-security/

	esnankarauni@esnturkey.org Tel: +90 312 2126040 – ext. 2293	
--	--	--

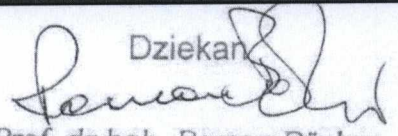
4. Housing

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
PL TORUN01	Malgorzata Grudzinska incoming@erasmus.umk.pl Tel. +48 56 6114928	www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation www.umk.pl/en/cooperation/guide/accommodation/
TR ANKARA01	Mr. Onur Hosnut euoffice@ankara.edu.tr esnankarauni@esnturkey.org Tel: +90 312 2126040 – ext. 2293	http://erasmus.en.ankara.edu.tr/incoming-students/housing/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
PL TORUN01	Prof. Roman BÄCKER, Dean	28.11.2013	Dziekan  Prof. dr hab. Roman Bäcker
TR ANKARA01	Prof. Dr. Sibel SÜZEN Institutional Coordinator	29 / 11 / 2013	