



# Erasmus+ Programme

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

### Inter-institutional agreement 2014-2021 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.

#### 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)
Uludağ Üniversitesi <i>Uludağ University</i>	TR BURSA01	Prof. Dr. İlkin ÇAVUŞOĞLU –Institutional Erasmus Coordinator <a href="mailto:ilkin@uludag.edu.tr">ilkin@uludag.edu.tr</a> / <a href="mailto:intoffice@uludag.edu.tr">intoffice@uludag.edu.tr</a> +90 224 294 00 72	Main page: <a href="http://en.uludag.edu.tr/">http://en.uludag.edu.tr/</a> Course list: <a href="http://en.uludag.edu.tr/Bologna/index/dt/4142/">http://en.uludag.edu.tr/Bologna/index/dt/4142/</a> Erasmus Office: <a href="http://intoffice.uludag.edu.tr/">http://intoffice.uludag.edu.tr/</a>
Faculty of Economics and Administrative Sciences		Res. Assist. Uğur Ermiş – Dept. of International Relations <a href="mailto:ugurermis@uludag.edu.tr">ugurermis@uludag.edu.tr</a> - +90 224 294 10 89	<a href="http://iibf.uludag.edu.tr/?lang=en">http://iibf.uludag.edu.tr/?lang=en</a>
Uniwersytet Mikołaja Kopernika <i>Nicolaus Copernicus University</i>	PL TORUN01	International Programmes Office Nicolaus Copernicus University ul. Gagarina 11 87-100 Toruń, Poland tel/fax. +48 56 6114929 tel. +48 56 6114928, 6112246  <b>Ms. Ewa Derkowska-Rybicka</b> ( <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> ) – Erasmus Institutional Coordinator (STA, STT)  <b>Ms. Małgorzata Grudzińska</b> ( <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> ) – incoming students, placements	ERASMUS incoming information: <a href="http://www.umk.pl/en/cooperation/erasmus/">www.umk.pl/en/cooperation/erasmus/</a>  Lecture catalogue: <a href="http://www.umk.pl/en/cooperation/erasmus/students/study/">www.umk.pl/en/cooperation/erasmus/students/study/</a>  Semester dates: <a href="http://www.umk.pl/en/cooperation/guide/calendar/">www.umk.pl/en/cooperation/guide/calendar/</a>

Faculty of Political Science and International Studies		Departmental coordinator: <b>Dr. Dariusz Góra-Szopiński</b> tel. +48 56 6112120 fax +48 56 6112119 chopin@umk.pl	Courses in foreign languages: <a href="http://www.wpism.umk.pl/index.php/international/courses-in-foreign-languages">www.wpism.umk.pl/index.php/international/courses-in-foreign-languages</a>
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## 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.*

### Student Mobility for Studies

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 *
TR BURSA01	PL TORUN01	313	International Relations	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup>	4 (20)	
PL TORUN01	TR BURSA01	313	International Relations	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup>	4 (20)	

### Staff Mobility for Teaching

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 *
TR BURSA01	PL TORUN01	313	International Relations	1 (5)	1 (5)
PL TORUN01	TR BURSA01	313	International Relations	1 (5)	1 (5)

## 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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR BURSA01		Turkish*	English	B1	B2
PL TORUN01		Polish	English	B2	B2

\*Students whose mother tongue is Turkish do not need to certify their language competence.

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

**Uludağ University:** Incoming students to Uludağ University must participate in the orientation programme at the beginning of each semester. Uludağ University welcomes students with disabilities. Incoming students to Uludağ University with disabilities must contact the Erasmus Office at least 5 months before arrival.

### Nicolaus Copernicus University:

- 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 list of Erasmus coordinators at NCU is available at [www.umk.pl/en/cooperation/erasmus/coordinators/](http://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/](http://www.umk.pl/en/cooperation/erasmus/students/disabled/)

Contact: International Programmes Office, +48 56 6114928, [incoming@erasmus.umk.pl](mailto:incoming@erasmus.umk.pl)

- Additional information on medical care at NCU in Toruń is available at [www.umk.pl/en/cooperation/guide/issues/#A2/](http://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](mailto: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.

## 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 BURSA01	July	December
PL TORUN01	June 1 <sup>st</sup>	November 1 <sup>st</sup>

### TR BURSA01

The incoming students to Uludağ University must submit their online applications at <http://erasmus.uludag.edu.tr/isaf/>. The deadlines for applications are accessible at <http://intoffice.uludag.edu.tr/erasmus1.php>.

### PL TORUN01:

Partner institutions should send their 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](http://www.umk.pl/en/cooperation/erasmus/students/application)

- The receiving institution will send its decision within 6 weeks.
- 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 . It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of 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 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "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

#### Uludağ University:

Degree of Success	Exam Grades	Letter Grades	ECTS Grades	Numeral Grades
Perfect	85-100	AA	A	4.00
Very Good	80-84	BA	B	3.50
Good	75-79	BB	B	3.00
Average	70-74	CB	C	2.50
Passing Grade	60-69	CC	C	2.00
Conditional Passing Grade	55-59	DC	D	1.50
Conditional Passing Grade	50-54	DD	E	1.00
Failure	40-49	FD	FX	0.50
Failure	0-39	FF	F	0.00

### Nicolaus Copernicus University:

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.	

## 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 BURSA01	International Relations Office <a href="mailto:intoffice@uludag.edu.tr">intoffice@uludag.edu.tr</a> + 90 224 294 00 72	<a href="http://intoffice.uludag.edu.tr">http://intoffice.uludag.edu.tr</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 6114928	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A1">www.umk.pl/en/cooperation/guide/issues/#A1</a>  Polish Ministry of Foreign Affairs <a href="http://www.msz.gov.pl/en/travel_to_poland/">www.msz.gov.pl/en/travel_to_poland/</a>

**Uludağ University:** All incoming students to Uludağ University must obtain a consular visa prior to their departure from their home countries. Visas obtained at airports/border gates are not valid for study purposes. Turkish nationals and Blue Card holders do not need to get a visa.

### **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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
TR BURSA01	International Relations Office <a href="mailto:intoffice@uludag.edu.tr">intoffice@uludag.edu.tr</a> + 90 224 294 00 72	<a href="http://intoffice.uludag.edu.tr">http://intoffice.uludag.edu.tr</a> <a href="http://en.uludag.edu.tr/Bologna/oku/dn/27/dt/41,42/">http://en.uludag.edu.tr/Bologna/oku/dn/27/dt/41,42/</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 611 4928	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">www.umk.pl/en/cooperation/guide/issues/#A2</a>

**Uludağ University:** International students are strongly advised to come to Uludağ University with a valid international health insurance to cover medical costs. Therefore, in case of illness, students can benefit from all the health services offered by Uludağ University but are required to pay for the services that will be reimbursed by their insurance later. International students can purchase the insurance either in their own country or in Turkey.

### **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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
TR BURSA01	International Relations Office <a href="mailto:intoffice@uludag.edu.tr">intoffice@uludag.edu.tr</a> + 90 224 294 00 72  Student Club for International Education and Culture <a href="mailto:iec@uludag.edu.tr">iec@uludag.edu.tr</a>	<a href="http://intoffice.uludag.edu.tr">http://intoffice.uludag.edu.tr</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 611 4928	<a href="http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation">www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation</a>  <a href="http://www.umk.pl/en/cooperation/guide/accommodation/">www.umk.pl/en/cooperation/guide/accommodation/</a>

**Uludağ University:** Uludağ University provides a room in a dormitory for all Erasmus incoming students. The dormitory is located on the main (Görükle) campus. Students who prefer to stay in a house must contact the Student Club for International Education and Culture.

# **G. SIGNATURES OF THE INSTITUTIONS (legal representatives)<sup>1</sup>**

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
TR BURSA01	<b>Prof. Dr. İlkin ÇAVUŞOĞLU</b> Institutional Erasmus Coordinator	16/12/2013	<div> <b>ULUDAĞ UNIVERSITY (TR BURSA01)</b>  <b>INTERNATIONAL RELATIONS OFFICE</b>  Tel : +90.224.294 00 72  Fax : +90.224.294 00 80  Web : <a href="http://intoffice.uludag.edu.tr">http://intoffice.uludag.edu.tr</a>  E-mail : <a href="mailto:intoffice@uludag.edu.tr">intoffice@uludag.edu.tr</a> </div>
PL TORUN01	<b>Prof. Roman BÄCKER</b> , dean	16/12/2013	<div> <p>Wydział Psychologii i Studiów Międzynarodowych ul. Bolesława 39L, 87-100 Toruń tel. 56 611 21 14 fax 56 611 21 14</p> </div>

<sup>1</sup> At PL TORUN01 single-subject agreements are signed by the dean of relevant faculty, while multi-subject agreements by the Vice-rector for Education.

<sup>2</sup> Scanned signatures are accepted.