



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2014-20[21]<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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>4</sup> (email, phone)	Website (eg. of the course catalogue)
NAMIK KEMAL UNIVERSITY	TR TEKIRDA01	Prof. Dr. H. Ersin ŞAMLI Erasmus Institutional Coordinator Tel: +90 282 250 21 76 Fax: +90 282 250 99 29 E-mail: esamli@nku.edu.tr  Res. Assist. Gülden KARAKURT Erasmus Departmental Coordinator Tel: +90 282 250 26 65 Fax: +90 282 250 99 25 E-mail: gkarakurt@nku.edu.tr	www.nku.edu.tr

<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> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Erasmus Office: infoerasmus@nku.edu.tr nku.erasmus@gmail.com	
<b>Institutional contacts</b> Uniwersytet Mikołaja Kopernika w Toruniu  ul. Gagarina 11,  87-100 Toruń,  Poland;  tel/fax. +48 56 6114929, tel. 611 - 4928, -2246	PL TORUN01	<b>International Programme Coordinator:</b> Ewa Derkowska-Rybicka <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> phone/fax: +48 56 611-49-29  <b>Responsible for Student Exchange:</b> Małgorzata Grudzińska <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> phone +48 56 611-49-28  Paulina Gyrkow (Collegium Medicum) <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> phone +48 52 585-36-91  International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246	Web Site <a href="http://www.umk.pl">www.umk.pl</a>  Mobility Programmes : <a href="http://www.umk.pl/wspolprac/aca/europrogedu/erasmus/">http://www.umk.pl/wspolprac/aca/europrogedu/erasmus/</a>
<b>Academic contacts</b> Faculty of Languages Collegium Maius ul. Posa Staromiejska 3, 87-100 Toruń Tel: (+48 56) 611-35-11 fax 622-66-59	PL TORUN01	Academic coordinator (0232) Faculty Coordinator and French Department Dr. Marcin Skibiński <a href="mailto:skibicki@umk.pl">skibicki@umk.pl</a> tel: (+48 56) 611-35-71	

## B. Mobility numbers<sup>5</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	TO	Subject	Subject area	Study cycle	Number of student mobility periods
[Erasmus]	[Erasmus]				

<sup>5</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>)



code of the sending institution]	code of the receiving institution]	area code * [ISCED ]	name *	[short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> *	Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
TR TEKIRDA01	PL TORUN01	0232	French Language and Literature	1st, 2nd, 3rd	30 (3 students x 10 months)	None
PL TORUN01	TR TEKIRDA01	0232	French Language and Literature	1st, 2nd, 3rd	30 (3 students x 10 months)	none

[\*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 [total number of days of teaching periods or average duration *]	
				Staff Mobility for Teaching	Staff Mobility for Training *
TR TEKIRDA01	PL TORUN01	0232	French Language and Literature	10 (2 staff x 1 week) (at least 8 hrs/week of teaching)	10 (2 staff x 1 week)
PL TORUN01	TR TEKIRDA01	0232	French Language and Literature	10 (2 staff x 1 week) (at least 8 hrs/week of teaching)	10 (2 staff 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 instruction 1	Language of instruction 2	Recommended language of instruction level <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR TEKIRDA01	0232	French		B1	B2
PT TORUN01	0232	French	Spanish / Arabic	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

##### TR TEKIRDA01:

- Link for the application documents for Incoming students  
<http://intrelations.nku.edu.tr/StudentMobility/0/s/3953/4072>
- Incoming staff must send a teaching/working programme which includes mobility dates and content to Namık Kemal University's Erasmus office ([infoerasmus@nku.edu.tr](mailto:infoerasmus@nku.edu.tr)). The programme are forwarded to regarding department and it must be confirmed by regarding departmental coordinator and institutional coordinator.
- In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Erasmus Office [infoerasmus@nku.edu.tr](mailto:infoerasmus@nku.edu.tr)

##### Partner Institution's information

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
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<sup>6</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>



TR TEKIRDA01	15 <sup>th</sup> April – 15 <sup>th</sup> July	15 <sup>th</sup> April – 15 <sup>th</sup> November
PL TORUN01	1st of JUNE	1st of NOVEMBER

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

2. The receiving institution will send its decision within [4] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [4] 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 is valid for the academic years between 2014-2015/2020-2021 (the academic years 2014-2015 and 2020-2021 included). However, 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

#### **TR TEKIRDA01:**

Link for Namık Kemal University (TR TEKIRDA01) Grading System:  
<http://intrelations.nku.edu.tr/recognition/0/s/3953/4522>

#### **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	Very Good
4,5		B	Better than good
4		C	Good
3,5		D	Better than satisfactory
3		E	Satisfactory
2		F	Unsatisfactory / 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 TEKIRDA01	<a href="mailto:infoerasmus@nku.edu.tr">infoerasmus@nku.edu.tr</a> <a href="mailto:nku.erasmus@gmail.com">nku.erasmus@gmail.com</a> Tel: +90 282 250 20 78 +90 282 250 11 10 +90 282 250 11 13 +90 282 250 11 14	<a href="http://intrelations.nku.edu.tr/">http://intrelations.nku.edu.tr/</a>
PL TORUN01	Ms Małgorzata GRUDZIŃSKA International Programmes Officer <a href="mailto:incoming@erasmus.umk">incoming@erasmus.umk</a>	<a href="http://www.umk.pl/en/cooperation/erasmus/students/application/">http://www.umk.pl/en/cooperation/erasmus/students/application/</a>

	pl tel +48 56 611 4928	
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### 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 TEKIRDA01	<a href="mailto:infoerasmus@nku.edu.tr">infoerasmus@nku.edu.tr</a> <a href="mailto:nku.erasmus@gmail.com">nku.erasmus@gmail.com</a> Tel: +90 282 250 20 78 +90 282 250 11 10 +90 282 250 11 13	<a href="http://intrelations.nku.edu.tr/">http://intrelations.nku.edu.tr/</a>
PL TORUN01	Ms Małgorzata GRUDZIŃSKA International Programmes Officer <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> pl tel +48 56 611 4928	<a href="http://www.umk.pl/en/cooperation/erasmus/students/application/">http://www.umk.pl/en/cooperation/erasmus/students/application/</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.

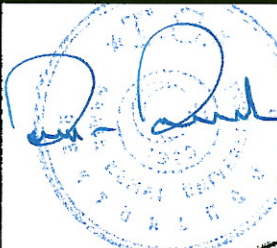

Information and assistance can be provided by the following persons and Information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR TEKIRDA01	<a href="mailto:infoerasmus@nku.edu.tr">infoerasmus@nku.edu.tr</a> <a href="mailto:nku.erasmus@gmail.com">nku.erasmus@gmail.com</a> Tel: +90 282 250 20 78 +90 282 250 11 10 +90 282 250 11 13	<a href="http://intrelations.nku.edu.tr/">http://intrelations.nku.edu.tr/</a>
PL TORUN01	Ms Małgorzata GRUDZIŃSKA International Programmes Officer	<a href="http://www.umk.pl/en/cooperation/erasmus/students/application/">http://www.umk.pl/en/cooperation/erasmus/students/application/</a>



	incoming@erasmus.umk. pl tel +48 56 611 4928	
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**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
TR TEKIRDA01	Prof. Dr. Osman ŞİMŞEK Rector	18 JUN 2014	
PL TORUN01	Prof. Adam Bednarek Dean Faculty of Languages	3 CZE. 2014	 Dr hab. Adam Bednarek

<sup>7</sup> Scanned signatures are accepted.