

## Erasmus+ Programme

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

Inter-institutional agreement 2014/15- 2020/21  
between programme countries Turkey and Poland

#### 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.

### Mustafa Kemal University & Nicolaus Copernicus University

#### 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)
Mustafa Kemal University	TR HATAYOI	Dr. Muharrem KESKIN, Head of Foreign Relations Office	ERASMUS incoming information:
		Lect. Omer Faruk KADAN, Erasmus Institutional Coordinator	<a href="http://www.mku.edu.tr">http://www.mku.edu.tr</a>
		Phone&Fax: +90326 221 5815	<a href="http://dib.mku.edu.tr">http://dib.mku.edu.tr</a>
		E-mail: <a href="mailto:erasmus@mku.edu.tr">erasmus@mku.edu.tr</a> <a href="mailto:mkuerasmus@gmail.com">mkuerasmus@gmail.com</a> <a href="mailto:mkuerasmus@yahoo.com">mkuerasmus@yahoo.com</a>	Lecture catalogue: <a href="http://bbs.mku.edu.tr">http://bbs.mku.edu.tr</a>
Department of English Language Teaching	TR HATAYOI	Dr. Rafi Ergün, <a href="mailto:rafscandeniz@gmail.com">rafscandeniz@gmail.com</a>  Departmental Coordinator	<a href="http://bbs.mku.edu.tr">http://bbs.mku.edu.tr</a>
Uniwersytet Mikołaja Kopernika w Toruniu (Nicolaus Copernicus University in Toruń)	PL TORUNOI	International Programmes Office, Nicolaus Copernicus University,  ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax: +48 566114929, tel. 611 -4928, -2246	ERASMUS incoming information: <a href="http://www.umk.pl/en/cooperation/erasmus/">http://www.umk.pl/en/cooperation/erasmus/</a>
		Ewa Derkowska-Rybicka ( <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> ) - Erasmus Institutional Coordinator (STA, STT)	Lecture catalogue: <a href="http://www.umk.pl/en/cooperation/erasmus/students/studyl">http://www.umk.pl/en/cooperation/erasmus/students/studyl</a>
		Małgorzata Grudzińska	Semester dates:

		(incoming@erasmus.umk.pl) - incoming students; placements <b>Marta Wiśniewska</b> (mawi@umk.pl), <b>Marta Błaszczuk</b> (martaslo@umk.pl) - outgoing students; placements	<a href="http://www.umk.pl/en/cooperation/guide/casendar/">http://www.umk.pl/en/cooperation/guide/casendar/</a>
		Collegium Medicum in Bydgoszcz (medical sciences): International Programmes Department ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91 <b>Paulina Gyrkow</b> e-mail: <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a>	<a href="http://www.cm.umk.pl/en/">http://www.cm.umk.pl/en/</a>
Department of English	PL TORUNO	dr hab. Ariadna Strugińska Department of English Ul. Bojarskiego 1 87-100 Toruń <a href="mailto:ariadnas@umk.pl">ariadnas@umk.pl</a>	ERASMUS incoming information: <a href="http://www.rnialus.umk.pl/ang/en/">http://www.rnialus.umk.pl/ang/en/</a>

#### 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 (SMS)

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 HATAYOI	PL TORUNO	023	Modern Languages/ English Philology	5, 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	3 x 10 months	3 x 3 months
PL TORUNO	TR HATAYOI	023	Modern Languages/ English Philology	5, 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	1 x 10 months	

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code and name* [ISCED]	Number of staff mobility periods	
			Staff Mobility for Teaching [total days*]	Staff Mobility for Training*
TR HATAYOI	PL TORUNO	023 Modern Languages/English Philology	Max.3 staff 5 days, 8 hours	Max.3 staff 5 days, 15 hours
PL TORUNO	TR HATAYOI	023 Modern Languages/English Philology	Max.3 staff 5 days, 8 hours	



### 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>1</sup>	
				Student Mobility for studies [Minimum recommended level: 81]	Staff Mobility for Teaching [Minimum recommended level: 82]
TR HATAYOI	Modern Languages/Philology	English	Turkish	B1	B1
PL TORUNOI	Modern Languages/Philology	English	Polish	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

Students applying for an Erasmus at NCU should meet the following language requirements: B2 of English (both in writing and speaking). Moreover, respective faculties esp. language departments may have higher requirements. Students should present a language certificate proving their language competences.

### D. Additional requirements

**Partner University:** All relevant info is available at the following links:

<http://www.mku.edu.tr>

<http://dib.mku.edu.tr>

Lecture catalogue:

<http://bbs.mku.edu.tr>

#### PL TORUN01:

The list of Erasmus coordinators at NCU is available at <http://www.umk.pl/en/cooperation/erasmus/coordinators/>

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.

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.

<sup>1</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>

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:

<http://www.umk.pl/en/cooperation/erasmus/students/disabled/>

Contact:

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

International Programmes Department in Bydgoszcz, +48 52 5853691 [erasmus@cm.umk.pl](mailto:erasmus@cm.umk.pl)

Additional information on medical care at NCU is available at

<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

- Information on nominated students and their applications must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
<b>Partner University</b>	30 August	30 December
<b>PL TORUN01</b>	June, 1st	November, 1st

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

### Partner University:

Nominations should be sent by partner institution. On receiving this e-mail, we contact with the related department and let the student know the result soon. Then we help in every step with prompt e-mails.

### 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 <http://www.umk.pl/en/cooperation/erasmus/students/application>

The online application should be submitted by the students by the 1<sup>st</sup> of June or 1<sup>st</sup> of November.

- The receiving institution will send its decision within 6 weeks.



### 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

Partner University:

ECTS Credits:

<http://dib.mku.edu.tr>

MKU Letter Grade	MKU Numeric Grade (out of 100)	MKU Numeric Grade (out of 4)	ECTS Grade	Remarks
AA	90-100	4,00	A	Successful
BA	80-89	3,50	B	Successful
BB	70-79	3,00	C	Successful
CB	65-69	2,50	D	Successful
CC	60-64	2,25	E	Successful
DC	55-59	1,75	FX	Fail
DD	50-54	1,25		
FD	40-49	0,75		
FF	0-39	0,00	F	Fail
FI	No Attendance	0,00		Fail

GRADES: The Student Exchange Office recommends the following grading equivalency table:

### 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 *za/o* or *zaliczenie* (EN. 'pass') which means that their workload was satisfactory and they have passed the course.

Uniwersytet Mikołaja Kopernika w Toruniu	ECTS
<b>Grade</b>	<b>Grade</b> <i>Indicate</i>
5	A
[ 4,5 - 5	B Very Good
	C Good
3,5	D Satisfactory
3	E Sufficient
2	F Fail
Za/ 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
<b>Partner University</b>	<a href="mailto:erasmus@mku.edu.tr">erasmus@mku.edu.tr</a>	<a href="http://dib.mku.edu.tr">http://dib.mku.edu.tr</a>
	<a href="mailto:mkuerasmus@yahoo.com">mkuerasmus@yahoo.com</a>	<a href="http://bbs.mku.edu.tr">http://bbs.mku.edu.tr</a>
	<a href="mailto:mkuerasmus@gmail.com">mkuerasmus@gmail.com</a>	
	Phone&Fax: +90 326 2215815	
<b>PL TORUNOI</b>	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a>	<a href="http://www.umk.pl/en/cooperation/gui">http://www.umk.pl/en/cooperation/gui</a>
	Tel. Toruń campus (+48 56 611 4928)	de/issues/#A1
	<a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a>	Polish Ministry of Foreign Affairs
	Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	<a href="http://www.msz.gov.pl/en/travel/to%20poland/">www.msz.gov.pl/en/travel to poland/</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>Partner University</b>	erasmus@mku.edu.tr	hUp :/dib.mku.edu.tr
	mkuerasmus@yahoo.com	hUp :/bbs.mku.edu.tr
	mkuerasmus@gmail.com	
	Phone&Fax: +90 326 2215815	
<b>PL TORUNOI</b>	incoming@erasmus.umk.pl	<a href="http://www.umk.pl/en/cooperation/guide/issu">http://www.umk.pl/en/cooperation/guide/issu</a>
	Tel. Toruń campus (+48 56 611 4928)	s/#A2
	erasmus@cm.umk.pl	
	Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	



#### 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>Partner University</b>	erasmus@mku.edu.tr	<a href="http://dib.mku.edu.tr">http://dib.mku.edu.tr</a>
	mkuerasmus@yahoo.com	<a href="http://bbs.mku.edu.tr">http://bbs.mku.edu.tr</a>
	mkuerasmus@gmail.com	
	Phone&Fax: +90 326 2215815	
<b>PL TORUNOI</b>	incoming@erasmus.umk.pl	hUp: /www.umk.pl/en/cooperation/era
	Tel. Toruń campus (+48 56 611 4928)	smus/students/application/#Accommo
	erasmus@cm.umk.pl	dation
	Tel. Collegium Medicum in Bydgoszcz (+48525853691)	<a href="http://www.umk.pl/en/cooperation/guide/accommodation/">http://www.umk.pl/en/cooperation/guide/accommodation/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature
<b>Partner University</b>	Prof. Dr. Hüsnü Salih GÜDER Rector	28.01.2014	
<b>PL TORUNOI</b>	Dean prof. Adam Bednarek Faculty of Languages	23.01.2014	

2 Scanned signatures are accepted