



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional agreement 2016-2021 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

PL TORUN01

ISTANBUL BILGI UNIVERSITY
TR ISTANBU11

ERASMUS incoming information:

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

Lecture catalogue:

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

Semester dates:

<http://www.umk.pl/en/cooperation/guide/calendar/>

Faculty coordinator website:

<https://sites.google.com/site/charzynskiprzemyslaw/>

ERASMUS incoming information:

<http://www.bilgi.edu.tr/en/information/international-center>

course Catalogue:

<http://www.register.bilgi.edu.tr/coursecatalog/yeni/index.asp?mmi=108&lang=en>

Application:

<http://international.bilgi.edu.tr/en/international-center/incoming/erasmus-exchange/partners/>



Institutional Coordinator:

Ewa Derkowska-Rybicka (ewader@umk.pl) – Erasmus Institutional Coordinator (STA, STT)
Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students; placements,
Marta Wiśniewska (mawi@umk.pl),
Marta Błaszczyk (martaslo@umk.pl) - outgoing students; placements
Faculty coordinator:
Dr Przemysław Charzyński (pecha@umk.pl)

Institutional Coordinator: Beyhan Demir Langlois

Istanbul Bilgi University
International Office
Eski Silahtaraga Elektrik Santrali
Kazim Karabekir Cad. No: 2/13
34060 Eyup/Istanbul-Turkey
Phone: +90 212 311 5219
E-mail: Erasmus@bilgi.edu.tr

Contact:

International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 - 4928, -2246

Ewa Derkowska-Rybicka (ewader@umk.pl) – Erasmus Institutional Coordinator (STA, STT)
Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students; placements, Marta Wiśniewska (mawi@umk.pl),
Marta Błaszczyk (martaslo@umk.pl) - outgoing students; placements
Faculty coordinator:
Dr Przemysław Charzyński pecha@umk.pl tel. +48 56 6112625

Gozde Dede (Exchange Program Specialist for Incomings) (gozde.dede@bilgi.edu.tr)
Zeynep Ezgi Erdem Exchange Program Specialist for Outgoings) (ezgi.erdem@bilgi.edu.tr)
Aybala Işık Erasmus Responsible(STA,STT) aybala.isik@bilgi.edu.tr

B. Mobility numbers per academic year

This inter-institutional agreement is valid for the period 2014-2021 (see under E 4, for Termination of the Agreement).

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. Amendments may be proposed and confirmed by email through the institutional coordinator of the 'Erasmus plus' programme.

Students

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 [total number of months of the study periods or average duration]	Student Mobility for Traineeships
TR ISTANBU11	PL TORUN01	3452	Travel, Tourism and leisure;	1 st	4 student/30 months (sum)	-
PL TORUN01	TR ISTANBU11	3452	Travel, Tourism and leisure;	1 st	4 student/30 months (sum)	-

Teaching Staff

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 ISTANBU11	PL TORUN01	3452	Travel, Tourism and leisure;	2 person for 5 days (8h)	-
PL TORUN01	TR ISTANBU11	3452	Travel, Tourism and leisure;	2 person for 5 days (8h)	-

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 ISTANBU11		English	Turkish	B1	B2
PL TORUN01		Polish	English	B1	B2

D. Additional requirements

Istanbul Bilgi University:

- Info about Online nomination and application system:
<http://www.bilgi.edu.tr/en/information/international-center/foreign-students/erasmus-exchange/>
- Additional requirements: Please see Fact Sheet (attached)
- BILGI is able to receive students with disabilities. This can be discussed before each nomination. Students with special needs must be reported in detail by their home universities.
<http://www.bilgi.edu.tr/en/student-life/dean-of-students/bilgi-accessible-education-unit/?dean-of-students-menu>
- **Istanbul Bilgi University does not accept extension of the Erasmus period, both for Incoming and Outgoing students.**

For 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.

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
International Programmes Department in Bydgoszcz, +48 52 5853691 erasmus@cm.umk.pl
Additional information on medical care at NCU in Toruń is available at
<http://www.umk.pl/en/cooperation/guide/issues/#A2/>



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 ISTANBU11	1 April- 1 June	1 September-1 November
PL TORUN01	June, 1st	November, 1st

2. The receiving institution will send its decision within 3 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.
4. Termination of the agreement
This Agreement shall be effective for the period 2014-2021. If either institution wishes to terminate the agreement, one year's notice must be given in writing. For example, notice to terminate mobility from 2015/16 must be given by 1 September 2014. 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

Istanbul Bilgi University:

Please check Annex 2 concerning detailed information over the grading system at Istanbul Bilgi University.

For PL TORUN01

Nicolaus Copernicus University	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.	

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.



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 ISTANBU11	Gozde Dede Gozde.dede@bilgi.edu.tr +90 212 311 52 18	Ministry of Foreign Affairs: http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl	http://www.umk.pl/en/cooperation/guide/issue/s/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/

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 ISTANBU11	Gozde Dede Gozde.dede@bilgi.edu.tr +90 212 311 52 18	For insurance please consult with the nearest Turkish Embassy/Consulate in your country/city
PL TORUN01	incoming@erasmus.umk.pl Tel. +48 56 611 4928) erasmus@cm.umk.pl	http://www.umk.pl/en/cooperation/guide/issue/s/#A2



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 ISTANBU11	Gozde Dede Gozde.dede@bilgi.edu.tr +90 212 311 52 18	http://www.bilgi.edu.tr/en/student-life/general-secretariat-coordination-unit/dormitory-and-residence-halls/
PL TORUN01	incoming@erasmus.umk.pl Tel. +48 56 611 4928) erasmus@cm.umk.pl	http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation http://www.umk.pl/en/cooperation/guide/accommodation/



G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
TR ISTANBU11	Beyhan Demir Langlois Erasmus Institutional Coordinator	28/12/2015	 
PL TORUN01	Prof. dr hab. Wojciech Wysota Dean of Faculty of Earth Sciences/..../2015	DZIEKAN  <i>prof. dr hab. Wojciech Wysota</i> Nicolaus Copernicus University in Toruń Faculty of Earth Sciences ul. Lwowska 1, 87-100 Toruń, POLAND tel. +48 56 611 25 85, tel./fax +48 56 611 25 83 (1632)

¹ Scanned signatures are accepted