



# Erasmus+ Programme



## Inter-institutional agreement 2018-2020[21]

### Higher Education Student and Staff Mobility

#### – Mobility for learners and staff

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This Inter-institutional agreement will come into effect only in the event that both institutions are holders of valid Erasmus Charter for Higher Education (ECHE) for the period mentioned above and they commit to respect the quality requirements of ECHE in all aspects related to the organisation and management of the mobility. If the Erasmus+ programme sets extra criteria, this Agreement will be reviewed.

#### A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details <sup>1</sup> (Name, E-mail, Phone)
Nicolaus Copernicus University Institute of Information Science and Book Studies	PL TORUN01	Erasmus+ Institutional Coordinator <b>Marta Wiśniewska</b> ( <a href="mailto:mawi@umk.pl">mawi@umk.pl</a> ) International Programmes Office ul. Gagarina 11, 87-100 Toruń, Poland tel +48 56 611 47 88, fax. 611 2246.  Departmental Erasmus co-ordinator: <b>Veslava Osińska</b> , PhD ( <a href="mailto:wieo@umk.pl">wieo@umk.pl</a> ) Institute of Information Science and Book Studies Ul. Bojarskiego 1, 87-100 Toruń, Poland tel. +48 56 6112392, tel/fax +48 56 6114415
Istanbul Medeniyet University Faculty of Arts and Humanities Information and Documentation Management Department	TR ISTANBU48	<b>Administrative Contact:</b> Yasemin TAŞDEMİR International Office <a href="mailto:intero@medeniyet.edu.tr">intero@medeniyet.edu.tr</a> Tel: +90 216 280 2034  <b>Academic contact:</b> Assoc. Prof. Dr. Alpaslan H. KUZUCUOĞLU (Ph.D.) Information and Document Management Department <a href="mailto:alpaslan.kuzucuoglu@medeniyet.edu.tr">alpaslan.kuzucuoglu@medeniyet.edu.tr</a>

#### B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students/Total number of months	
					SMS <sup>2</sup>	SMT <sup>3</sup>
PL TORUN01	TR ISTANBU48	0322	Information management	1st	2 students x 5 months (10 months total)	Only by individual agreement
TR ISTANBU48	PL TORUN01	15.4	Library Science	1st	2 students x 5 months (10 months total)	Only by individual agreement

<sup>1</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<sup>2</sup> Student Mobility for Studies

<sup>3</sup> Student Mobility for Traineeship

FROM	TO	Subject area	Subject area name	Total Number of staff mobility/Total number of days	
		ISCED	ISCED	STA <sup>4</sup>	STT <sup>5</sup>
PL TORUN01	TR ISTANBU48	0322	Information management	2 teachers x 7 days (14 days total)	2 staff x 7 days (14 days total)
TR ISTANBU48	PL TORUN01	15.4	Library Science	2 teachers x 7 days (14 days total)	2 staff x 7 days (14 days total)

### 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	Optional Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
	ISCED			Student Mobility for Studies	Staff Mobility for Teaching
PL TORUN01	0322	English	EN	B2	B2
TR ISTANBU48	15.4	Turkish	English	B2	B2

### D. Calendar

#### 1. Student nomination/application deadlines:

Receiving institution	Autumn term <sup>6</sup>	Spring term <sup>7</sup>
	[month]	[month]
PL TORUN01	Nominations by MAY 02 Applications by MAY 31	Nominations by NOVEMBER 30 Applications by DECEMBER 31
TR ISTANBU48	10th MAY, Appl.: 30th MAY	Nom.:10th NOV., Appl.:30th NOV

- The receiving institutions will send their decisions within 6-8 weeks after deadline.
- 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.
- Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before January 1<sup>st</sup>. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

<sup>4</sup> Staff Mobility for Teaching.

<sup>5</sup> Staff Mobility for Training

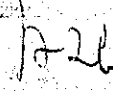
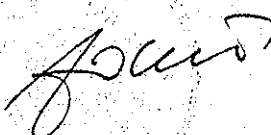
<sup>6</sup> To be adapted in case of a trimester system.

<sup>7</sup> To be adapted in case of a trimester system.

## E. Information

	PL TORUN01	TR ISTANBU48
WWW for Incoming Students	<a href="https://www.umk.pl/en/erasmus/students/">https://www.umk.pl/en/erasmus/students/</a>	<a href="http://erasmus.medeniyet.edu.tr/en">http://erasmus.medeniyet.edu.tr/en</a>
WWW Course Catalogue	<a href="https://www.umk.pl/en/erasmus/courses/">https://www.umk.pl/en/erasmus/courses/</a>	
Housing <sup>8</sup>	<a href="http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation">http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation</a> <a href="http://www.umk.pl/en/cooperation/guide/accommodation">http://www.umk.pl/en/cooperation/guide/accommodation</a>	
WWW Visa Information <sup>9</sup>	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A1">http://www.umk.pl/en/cooperation/guide/issues/#A1</a>	
Contact details	<a href="https://www.umk.pl/en/erasmus/contact/">https://www.umk.pl/en/erasmus/contact/</a>	intero@medeniyet.edu.tr +902162802034
WWW Insurance Information <sup>10</sup>	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">http://www.umk.pl/en/cooperation/guide/issues/#A2</a>	
ECTS Users' Guide <sup>11</sup>	<a href="https://www.umk.pl/en/erasmus/students/ncu/">https://www.umk.pl/en/erasmus/students/ncu/</a>	
WWW Students and Staff with Disabilities		

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

Institution	Name function	Date	Signature Seal or Stamp <sup>12</sup>
PL TORUN01	Dean of the Faculty of History Prof. dr hab. Stanislaw Roszak	04/07/2018	
TR ISTANBU48	Prof.Dr. H. Fahri OVALI Vice Rector for International Relations	02/07/2018	

<sup>8</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

<sup>9</sup> 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 ECHE.

<sup>10</sup> The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

<sup>11</sup> Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

<sup>12</sup> Scanned signatures, seals and stamps are accepted