



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Nicolaus Copernicus University	PL TORUN01	International Programmes Office, Nicolaus Copernicus University ul. Gagarina 11, 87-100 Torun, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246, -4788 Marta Wiśniewska (marta.wisniewska@umk.pl) – Erasmus Institutional Coordinator (STA , STT) Katarzyna Fus (incoming@erasmus.umk.pl) - incoming students; Martyna Malec (malec@umk.pl) – outgoing students	
Faculty of Political Science and Security Studies	PL TORUN01	Faculty coordinator: Michał Piechowicz, PhD piechowicz@umk.pl ul. Batorego 39L 87-100 Torun	

		https://www.wnopib.umk.pl/en/	
T.C. ANKARA HACI BAYRAM VELİ ÜNİVERSİTESİ	TR ANKARA24	<u>Institutional Coordinator:</u> Assoc.Prof. Aslı Özlem Tarakcıoğlu asli.tarakcioglu@hbv.edu.tr Tel: +90 312 546 05 20/05 21 <u>Contact Person:</u> 14.6: Department of International Relations Ceren Urcan ceren.urcan@hbv.edu.tr Tel: +90 312 216 15 11	https://hacibayram.edu.tr/

B. Mobility numbers¹ 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.]

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 (number of students/total number of months of the study periods *) Student Mobility for Traineeships (*)	
PL TORUN01	TR ANKARA24	313, 316,	Political Science and civics, International relations	1 st 2 nd	4x 5months = 20 months	313, 316,
TR ANKARA24	PL TORUN01	14.6	Department of International Relations	1 st , 2 nd , 3 rd	4x5 months per study program	3

*[*Optional: subject area code & name and study cycle are optional.]*

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 (*)	
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¹ 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>)

PL TORUN01	TR ANKARA24	313, 316,	Political Science and civics, International relations	2x5 days	2x5 days
TR ANKARA24	PL TORUN01	14.6	Department of International Relations	2x5 days	2x5 days

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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL TORUN01	English	Polish, English	English	B2 English B2 Polish	B2 English B2 Polish
TR ANKARA24	PL TORUN01	Turkish	English for several programs and course for exchange students	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

ZUT Szczecin: Students with disabilities can be accepted after the consultation with the Faculty Coordinator and International Office (educational matters). Some lecture rooms and toilets accessible to wheelchairs. Disabled parking area. Friendly students. Some rooms accessible to wheelchairs are available in one of the student houses.

E. Calendar

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

Receiving	Autumn term	Spring term
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² 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>

institution [Erasmus code]	[month]	[month]
PL TORUN01	June 1 application and nomination deadline	November 1 Application and nomination deadline
TR ANKARA24	30 th June	30 th November

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
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. 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

2. **Grading Scale** at the Nicolaus Copernicus University: The following scale is used for all types of evaluations/examinations:
3. NCU follows the ECTS scheme, which mean 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).
4. The Polish grading system in higher education field is based on the 5 to 2 scale, where 5 is the best mark and 2 is the worst mark.
5. Moreover, students can also be marked with additional sign of +. It means half of point.

NCU Grade	ECTS Grade	Predicate
5	A	Excellent
4,5	B	Very good
4	C	Good
3,5	D	Satisfactory
3	E	Sufficient
2	F	Fail

TR ANKARA24:

100 Point System	90-100	85-89	80-84	75-79	70-74	60-69	50-59	<50
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Local Grade	AA	BA	BB	CB	CC	DC	DD	FF
ECTS Grade	A	B	C	D	E	E*	FX	F

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
PL TORUN01	Katarzyna Fus (incoming students) incoming@erasmus.umk.pl	http://www.umk.pl/en/erasmus/students/applying/application/
TR ANKARA24	erasmus@hby.edu.tr Tel: +90 312 546 05 20/05 21	https://erasmus.hacibayram.edu.tr

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
PL TORUN01	Katarzyna Fus (incoming students) incoming@erasmus.umk.pl	http://www.umk.pl/en/erasmus/students/applying/application/
TR ANKARA24	erasmus@hby.edu.tr Tel: +90 312 546 05 20/05 21	https://erasmus.hacibayram.edu.tr

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:

* To fail or to pass the course depends on the current term GPA.

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL TORUN01	Katarzyna Fus (incoming students) incoming@erasmus.umk.pl	http://www.umk.pl/en/erasmus/students/applying/application/
TR ANKARA24	erasmus@hby.edu.tr Tel: +90 312 546 05 20/05 21	https://hacibayram.edu.tr/erasmus

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
PL TORUN01	Dr hab. Zbigniew Karpus, prof. UMK Dean Faculty of Political Science and Security Studies	28.10.2019	DZIEKAN Zbigniew Karpus dr hab. Zbigniew Karpus, prof. UMK
TR ANKARA24	Assoc.Prof. Aslı Özlem Tarakcioğlu Erasmus + Institutional Coordinator	30.10'19	Doç. Dr. Aslı Özlem TARAKCIOĞLU AHBV Erasmus Kurumu Koordinatörü

³ Scanned signatures are accepted