



Erasmus+

Erasmus+ Programme

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

Inter-institutional agreement 2018-2021 between programme countries

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.

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)
Bilecik Şeyh Edebali University	TR BILECIK 01	Institutional coordinator Assist.Prof. Yasin ACAR yasin.acar@bilecik.edu.tr Tel: +90 228 214 14 05 Fax: +90 228 214 10 17 Administrative contact : Tevide ZÜGÜL Uluslararası İlişkiler Ofisi, Bilecik, Turkey tevide.zugul@bilecik.edu.tr erasmus@bilecik.edu.tr Tel: +90 228 2141411	ERASMUS incoming information: Lecture catalogue: Semester dates: 10 February-17 May, 2020 http://w3.bilecik.edu.tr/erasmus-en/bolumler/incoming-students/ http://bologna.bilecik.edu.tr/bolumler.aspx?pno=1
Bilecik Şeyh Edebali University	TR BILECIK 01	Departmental coordinator: Assist.Prof. Berrin ÇELİK	

<p>Uniwersytet Mikołaja Kopernika w Toruniu</p> <p>(<i>Nicolaus Copernicus University in Toruń</i>)</p>	<p>PL TORUNO 1</p>	<p>Department of International Cooperation, Nicolaus Copernicus University in Toruń, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246, -4788</p> <p>Marta Wiśniewska (mawi@umk.pl) – Erasmus Institutional Coordinator (STA , STT)</p> <p>Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students</p> <p>Katarzyna Fus (incoming@erasmus.umk.pl) - incoming students</p> <p>Agnieszka Polewczyńska (incoming@erasmus.umk.pl) - incoming students</p> <p>Marta Błaszczuk (outgoing@erasmus.umk.pl) - outgoing students, placements</p> <p>Martyna Malec (outgoing@erasmus.umk.pl) placement@erasmus.umk.pl) – outgoing students, outgoing/incoming placements</p>	<p>ERASMUS incoming information: http://www.umk.pl/en/erasmus/</p> <p>Lecture catalogue: http://www.umk.pl/en/er HYPERLINK "http://www.umk.pl/en/erasmus/courses/"asmu s/courses/</p> <p>Semester dates: http://www.umk.pl/en/erasmus/downloads/</p>
		<p>Collegium Medicum in Bydgoszcz (medical sciences): Department of Projects and International Cooperation ul. Jagiellońska 13 85-067 Bydgoszcz tel. (52) 585-36-91</p> <p>Paulina Gyrkow e-mail: erasmus@cm.umk.pl</p> <p>Aleksandra Laskowska e-mail: erasmus@cm.umk.pl</p>	<p>http://www.cm.umk.pl/en/</p>
<p>The Faculty of Biology and Environmen tal Protection</p>	<p>PL TORUNO 1</p>	<p>Faculty coordinator: dr hab. Marcin Koprowski koper@umk.pl</p>	<p>https://www.biol.umk.pl/</p>

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 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]
TR BILECIK01	PL TORUN01	0511 0521	Biology and biotechnology Environmental Sciences, Ecology	1 st , 2 nd or 3 rd	2 x 9 = 18
PL TORUN01	TR BILECIK01	0511 0521	Biology and biotechnology Environmental Sciences, Ecology	1 st , 2 nd or 3 rd	2 x 9 = 18

[*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.]

Staff Mobility (STA and STT)

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	Staff Mobility for Training *
				[total number of days of teaching periods or average duration *]	
TR BILECIK01	PL TORUN01	0511 0521	Biology and biotechnology Environmental Sciences, Ecology	1x8h	1x5days

PL TORUN01	TR BILECIK01	0511 0521	Biology and biotechnology Environmental Sciences, Ecology	1X8h	1x5days
-------------------	---------------------	--------------	---	------	---------

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 BILECIK01		Turkish	English	B2	B2
PL TORUN01		Polish	English	B2 no certificate required	B2 no certificate required

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

TR BILECIK01:

The candidates are requested to submit:

- Application Form for Incoming Students, which must be signed by Erasmus coordinator of the sending institution
- Learning Agreement, which must be approved and signed by the relative departmental coordinator and Erasmus coordinator of the sending institution
- Transcript of Records
- Two photographs

The necessary documents must be posted before the arrival of the incoming students to the following adres:

Bilecik Şeyh Edebali University
International Relations Office
Gülümbe Campus, 11210, Gülümbe
Bilecik, TURKEY

The incoming students are obliged to inform the International Relations Office of Bilecik Şeyh Edebali University concerning their trip details to Bilecik in advance. In addition, the incoming students should contact the relative department of Bilecik Şeyh Edebali University.

After their arrival, The incoming students must apply to Foreigners Section of Police Headquarters for the residence permit. The incoming students have to get 'Student Visa' before arriving to Bilecik to be able to get residence permit. In addition to 'Student Visa'; The incoming students have to hand

4 photographs to the Foreigners Section. The residence permit costs nearly 190TL (approximately 70 Euros).

PL TORUN01:

- The list of Erasmus coordinators at NCU is available at <http://www.umk.pl/en/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/erasmus/students/applying/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](http://www.umk.pl/en/erasmus/life/guide/issues/#A2/) in Toruń is available at <http://www.umk.pl/en/erasmus/life/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
- 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]
TR BİLECİK01		
PL TORUN01	June, 1st	November, 1st

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

Bilecik Seyh Edebali University:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
TR BİLECİK01	15 August	15 December

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/erasmus/students/applying/application>

The online application should be submitted by the students by the **1st of June or 1st of November**.

2. 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:

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

Bilecik Şeyh Edebali University	ECTS	
	Grade	Predicate
5	AA	Very Good
4,5	BA	Better than good
4	BC	Good
3,5	CC	Better than satisfactory
3	DC	Satisfactory
2	FF	Unsatisfactory / Fail

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
TRBİLECİK 01	erasmus@bilecik.edu.tr Tel: +90 228 214 14 05	http://w3.bilecik.edu.tr/erasmus-en/bolumler/incoming-students/
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl	http://www.umk.pl/en/erasmus/life/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/ HYPERLINK "http://www.msz.gov.pl/en/travel_to_poland/"en

	Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	HYPERLINK "http://www.msz.gov.pl/en/travel to poland/" HYPERLINK "http://www.msz.gov.pl/en/travel to poland/" travel to poland HYPERLINK "http://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
TRBİLECİK01	erasmus@bilecik.edu.tr	http://w3.bilecik.edu.tr/erasmus-en/bolumler/incoming-students/
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	http://www.umk.pl/en/erasmus/life/guide/issues/#A2

4. Housing


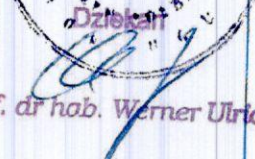
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TRBİLECİK 01	erasmus@bilecik.edu.tr	http://w3.bilecik.edu.tr/erasmus-en/bolumler/incoming-students/
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/erasmus/life/guide/accommodation/

	erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	
--	---	--

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
TRBİLECİK01	Bilecik Şeyh Edebali University	21.01.2020	
PL TORUN01	Prof. dr hab. Werner Ulrich Dean of the Faculty of Biology and Environmental Protection	15.01.2020	 Prof. dr hab. Werner Ulrich

* At PL TORUN01 single-subject agreements are signed by the dean of the respected faculty, while multi-subject agreements by the Vice-rector for Education.