



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20/21 between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
Karadeniz Technical University	TR TRABZON01	Prof. Dr. Ertuğrul BİLGİLİ Tel: +90- 462 377 3303 Fax: +90- 462 325 3205 E-mail: bilgili@ktu.edu.tr Erasmus Office: Zehra ŞAHİN Tel: +90- 462 377 3348 Fax: +90- 462 325 3232 Email: zehra.sahin@ktu.edu.tr	http://obs.ktu.edu.tr/en/index.php
Uniwersytet Przyrodniczy we Wrocławiu Wrocław University of Environmental and Life Sciences ul. C.K. Norwida 25 50-375 Wrocław, Poland	PL WROCLAW04	Mrs. Jadwiga Bolechowska Erasmus Institutional Coordinator , International Relations Office, Incoming Students Tel. +48 71 320 5478 Fax: +48 71 320 5115 jadwiga.bolechowska@up.wroc.pl Krzysztof Kafarski International Relations Office Outgoing Students Tel. +48 71 320 5287 Fax: +48 71 320 5115 krzysztof.kafarski@up.wroc.pl	http://www.up.wroc.pl/studies_and_students/ https://www.student.up.wroc.pl/lista/

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers⁴ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 [total number of months of the study periods or average duration*]	Student Mobility for Trainee ships *
TR TRABZON01	PL WRCOLAW04	0828	Inter-disciplinary programmes and qualifications involving forestry	1 st , 2 nd , 3 rd ,	5(3 students)	-
PL WRCOLAW04	TR TRABZON01	0828	Inter-disciplinary programmes and qualifications involving forestry	1 st , 2 nd , 3 rd ,	5(3 students)	-
TR TRABZON01	PL WRCOLAW04	0719	Civil Engineering	1 st , 2 nd , 3 rd ,	5(3 students)	-
PL WRCOLAW04	TR TRABZON01	0719	Civil Engineering	1 st , 2 nd , 3 rd ,	5(3 students)	-
TR TRABZON01	PL WRCOLAW04	0719	Geomatics Engineering	1 st , 2 nd , 3 rd ,	5(4 students)	-
PL WRCOLAW04	TR TRABZON01	0719	Geomatics Engineering	1 st , 2 nd , 3 rd ,	5(4 students)	-

[*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.]

⁴ 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>)

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 TRABZON01	PL WRCOLAW04	0828	Inter-disciplinary programmes and qualifications involving forestry	5 (1 person)	7 (1 person)
PL WRCOLAW04	TR TRABZON01	0828	Inter-disciplinary programmes and qualifications involving forestry	5 (1 person)	7 (1 person)
TR TRABZON01	PL WRCOLAW04	0719	Civil Engineering	5 (1 person)	7 (1 person)
PL WRCOLAW04	TR TRABZON01	0719	Civil Engineering	5 (1 person)	7 (1 person)
TR TRABZON01	PL WRCOLAW04	0719	Geomatics Engineering	5 (1 person)	7 (1 person)
PL WRCOLAW04	TR TRABZON01	0719	Geomatics Engineering	5 (1 person)	7 (1 person)

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR TRABZON01		Turkish	English	English B1	English B2
PL WROCLAW04		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].

⁵ 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>

D. Additional requirements

TR TRABZON01

Karadeniz Technical University (KTU) will promote meaningful credit mobility for students of all levels, giving students reasonable freedom of choice in their learning activities.

Application documents should be typewritten and must be prepared in the format of KTU by the incoming Erasmus students.

For outgoing Erasmus students from KTU, the course codes, course names, ECTS credits for each course should be same on both the Learning Agreement and on the Transcript of Records given by the host institution.

KTU provide infrastructure for welcoming students and staff with disabilities.

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 TRABZON01	June 1 st	December 1 st
PL WROCLAW04	Nomination: 01 June Application: 01 July	Nomination: 01 November Application: 15 December

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

2. The receiving institution will send its decision within **four** weeks.
3. A Transcript of Records will be issued by the receiving institution no later than **five** weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement
The agreement will become operative on the date of signature of both universities and shall remain in force for a period of **7 years**. In case of the termination, a notice of at least one academic year should be sent to the partner university. 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

PL WROCLAW04: http://www.up.wroc.pl/studies_and_students/9312/local_grades.html

TR TRABZON01:

ECTS system		KTÜ Grading system			
Level of Achievement	Letter	Equivalent value at KTU	Percentage	Credits	Definition
First 10%	A	AA	90-100	4	Exceptional
Next 10%	B	BA	80-89	3.5	Very good
Next 15%		BB	75-79	3.0	
Next 30%	C	CB	70-74	2.5	Good
Next 25%	D	CC	60-69	2.0	Pass
Next %10	E				
Unsuccessful	FX	DD	40-49	1.0	Fail
Unsuccessful	F	FD	30-39	0.5	
		FF	< 29	0	

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 TRABZON01	Zehra Şahin Tel: +90- 462 377 3348 Fax: +90- 462 325 3232 E-mail: zehra.sahin@ktu.edu.tr	http://obs.ktu.edu.tr/en/index.php
PL WROCLAW04	jadwiga.bolechowska@up.wroc.pl	http://www.up.wroc.pl/studies_and_students/

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 TRABZON01	Zehra Şahin Tel: +90- 462 377 3348 Fax: +90- 462 325 3232 E-mail: zehra.sahin@ktu.edu.tr	http://obs.ktu.edu.tr/en/index.php
PL WROCLAW04	_____	http://www.up.wroc.pl/studies_and_students/

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 TRABZON01	Zehra Şahin Tel: +90- 462 377 3348 Fax: +90- 462 325 3232 E-mail: zehra.sahin@ktu.edu.tr	http://obs.ktu.edu.tr/en/index.php
PL WROCLAW04	jadwiga.bolechowska@up.wroc.pl	http://www.up.wroc.pl/studies_and_students/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵	Stamp
TR TRABZON01	Prof. Dr. Ertuğrul BİLGİLİ Director of International Relations Office	28.02.2014		
PL WROCLAW04	Prof. Dr. hab. Alina Wieliczko Vice-Rector Vice-Rector for International Relations and Regional Cooperation	27.02.2014	 Vice-Rector for International Relations and Regional Cooperation Prof. Alina Wieliczko, D.V.M., Ph.D.	UNIwersytet PRZYRODniczy we Wrocławiu 50-375 Wrocław, ul. Norwida 25/27

⁵ Scanned signatures are accepted