



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 between programme countries

[Minimum requirements]¹

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 ² (email, phone)	Website (eg. of the course catalogue)
Istanbul Gelisim University	TR ISTANBU32	Institutional Coordinator: D. Taylan Uysal, Institutional Erasmus Coordinator dtuysal@gelisim.edu.tr Tel: +90 212 422 70 20 /249 Fax: +90 212 422 74 01	http://dio.gelisim.edu.tr/Anasayfa-eng-.html

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<u>Jerzy Korczak University of Pedagogy in Warsaw</u>	PL WARSZAW23	Departmental Coordinator: Karolina Geletta, Director of International Affairs and Projects k.geletta@wspkorczak.eu Tel: +48 22 823 66 23 extension 114 Fax: +48 22 823 66 69	www.wspkorczak.eu
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B. Mobility numbers³ 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]	Sub ject are a cod e * [ISC ED]	Subject area name *	Stud y cycl e [shor t 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 ISTANBU32	PL WARSZAW23	011	Education	BA, MA	3 students/30 months	-
PL WARSZAW23	TR ISTANBU32	011	Education	BA, MA	3 students/30 months	-

*[*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.]*

FROM	TO	Sub	Subjec	Number of staff mobility
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³ 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>)

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
TR ISTANBU32	PL WARSZAW23	011	Education	2 persons/7 days/8 hours	2 persons/7 days
PL WARSZAW23	PL WARSZAW23	011	Education	2 persons/7 days/8 hours	2 persons/7 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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU 32	011	TR	English for 8 programs and courses for exchange students	B1	B2
PL WARSZAW23	011	EN	PL	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁴ 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>

Specialized ERASMUS study module in English language offered by BG PLOVDIV04 to incoming students:
<http://old.uni-plovdiv.bg/logos/site.jsp?ln=2&id=985>

D. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

Receiving institution [Erasmus code]	Subject area	Additional requirements
TR ISTANBU32	All subject areas	Learning Agreements must be signed by the receiving institution before the students' arrival.
PL WARSZAW23	All subject areas	Learning Agreements must be signed by the receiving institution before the students' arrival.

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 ISTANBU32	15 July	30 December
PL WARSZAW23	15 July	15 December

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

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

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, 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 2014 will only take effect as of 1 September 2014+1. The termination clauses must include the following disclaimer: "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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁵. 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.]

Grading Scale at PL WARSZAW 23

In the Polish System, marks are graded from 2 to 5, with 3 being the minimum score required to pass:

Polish Grade	Description
Bardzo dobry (5)	Very good performance
Dobry (4)	Good performance
Dostateczny (3)	Satisfactory performance
Niedostateczny (2)	Insufficient performance

Grading Scale at TR ISTANBU32

<http://dio.gelisim.edu.tr/Anamenu-5-2-ects-.html>

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 ISTANBU32	Institutional Coordinator: Name: D. Taylan Uysal Email: erasmus@gelisim.edu.tr Phone: +902124337020 ext.249	http://dio.gelisim.edu.tr/Altmenu-9-2-visaandresidencepermit-.html

⁵ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

PL WARSZAW23	International Affairs and Projects Department email: k.geletta@wspkorczak.eu Tel: +48 22 823 66 23 extension 114 Fax: +48 22 823 66 69	www.wspkorczak.eu
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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 ISTANBU32	Institutional Coordinator: D. Taylan Uysal, Institutional Erasmus Coordinator dtuysal@gelisim.edu.tr Tel: +90 212 422 70 20 /249 Fax: +90 212 422 74 01	http://dio.gelisim.edu.tr/Altmenu-5-2-insurance-.html
PL WARSZAW23	International Affairs and Projects Department k.geletta@wspkorczak.eu Tel: +48 22 823 66 23 extension 114 Fax: +48 22 823 66 69	www.wspkorczak.eu


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 ISTANBU32	Institutional Coordinator: D. Taylan Uysal, Institutional Erasmus Coordinator <u>dtuysal@gelisim.edu.tr</u> Tel: +90 212 422 70 20 /249 Fax: +90 212 422 74 01	http://dio.gelisim.edu.tr/Altmenu-1-2-accomodation-.html
PL WARSZAW23	International Affairs and Projects Department <u>k.geletta@wspkorczak.eu</u> Tel: +48 22 823 66 23 extension 114 Fax: +48 22 823 66 69	www.wspkorczak.eu

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
TR ISTANBU32	Prof. Dr. H. Murat Özler Vice-Rector	03.03.2014	
PL WARSZAW23	Prof. dr hab. Mirosław Grewiński Vice-Rector		
PL WARSZAW23	Karolina Geletta Director of International Affairs and Projects		

⁶ Scanned signatures are accepted

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PL WARSZAW23	Prof. dr hab. Mirosław Grewiński Vice-Rector		PROREKTOR 
PL WARSZAW23	Karolina Geletta Director of International Affairs and Projects		

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