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.

Yıldız Teknik Üniversitesi
(Yıldız Technical University)
TR ISTANBU07

Zachodniopomorski Uniwersytet Technologiczny
w Szczecinie
(West Pomeranian University of Technology, Szczecin)
PL SZCZECi02

Wydział Techniki Morskiej i Transportu
(Faculty of Maritime Technology and Transport)

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)
Yıldız Technical University	TR ISTANBU07	**Institutional:** Assoc.Prof.Dr. Bayram Ali Ersoy (*Institutional Erasmus Coordinator*) Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/
		Departmental: Asst. Prof. Dr. Bulent GUZEL (*Deparmental Erasmus Coordinator*) Tel: +90 212 383 30 08 E-Mail: bguzel@yildiz.edu.tr	
West Pomeranian University of Technology, Faculty of Maritime Technology and Transport	PI SZCZECI02	**Institutional:** Agata Bruska Department of Educational Matters al. Piastów 17, 70-310 Szczecin T: +48 91 449 4780 international@zut.edu.pl	www.erasmus.zut.edu.pl /en
		Faculty of Maritime Technology and Transport: Dr hab. inż. Zbigniew Sekulski West Pomeranian University of Technology, Szczecin Faculty of Maritime Technology and Transport al. Piastów 41 71-065 Szczecin, Poland phone: +48 91 449 4463 email: zbych@zut.edu.pl	www.erasmus.zut.edu.pl /en

B. Mobility numbers 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 ater 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, 1st, 2nd or 3rd]	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 ISTANBU07	PI SZCZECI02	525	Motor vehicles, ships and aircraft	1	6 student(s) x 5 months each[1]	Only by individual agreement
PI SZCZECI02	TR ISTANBU07	525	Motor vehicles, ships and aircraft	1	3 student(s) x 5 months each	Only by individual agreement

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 ISTANBU07	PI SZCZECI02	525	Motor vehicles, ships and aircraft	2 person(s) x min. 8 teaching hrs. each	2 person(s) x 5 days each
PI SZCZECI02	TR ISTANBU07	525	Motor vehicles, ships and aircraft	2 person(s) x min. 8 teaching hrs. each	2 person(s) x 5 days each

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[1] Faculty of Maritime Technology and Transport: **6** student(s) x **5** months **per academic year**, **3** student(s) x **5** months **in each semester; common list of courses** for all students in each semester.

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]
TR ISTANBU07	–	English	--	B1 English	B2 English
PI SZCZECI02	–	English	–	B1 English	B2 English

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

TR ISTANBU07:

PI SZCZECI02:

Students with disabilities can be accepted after the consultation with the Faculty Coordinator and International Office (educational matters). From the car parking as well as walkway to the Faculty building can be accessed at special grades. Toilets for the disabled are available on the ground floor. The elevator is also available for people with disabilities. 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 institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ISTANBU07	Online Application Period 15th May-15th July	Online Application Period 15th October-15th December
PI SZCZECI02	31 May	30 November

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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

2. The receiving institution will send its decision within 6 weeks.

3. 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. *[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

TR ISTANBU07

http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading

PI SZCZECI02

Grading Scale at the West Pomeranian University of Technology, Szczecin. The following scale is used for all types of evaluations/examinations:

Former ECTS grade	Description	Mark	Polish	English equivalent
A	an excellent performance	5,0	bardzo dobry	excellent
B	an above average performance (with some minor mistakes)	4,5	dobry plus	very good
C	an above average performance (generally sound work with some notable errors)	4,0	dobry	good
D	an average performance	3,5	dostateczny plus	fair
E	a performance meets the minimum criteria in spite of its shortcomings	3,0	dostateczny	satisfactory
F, FX	a performance does not meet the minimum criteria	2,0	niedostateczny	unsatisfactory / fail

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 ISTANBU07	incoming@yildiz.edu.tr	http://www.konsolosluk.gov.tr/tr/en/start.aspx
PI SZCZECI02 ·	Department of Educational Matters - International Cooperation email: international@zut.edu.pl phone: +48 91 449 4780	www.erasmus.zut.edu.pl/en

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:

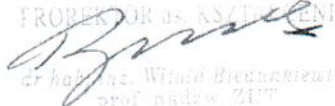| Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=1575 8577449206961749
PI SZCZECI02	Department of Educational Matters - International Cooperation email: international@zut.edu.pl phone: +48 91 449 4780	www.erasmus.zut.edu.pl/en

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 ISTANBU07	incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=inf oforstudents/accommodation
PI SZCZECI02	Department of Educational Matters - International Cooperation email: international@zut.edu.pl phone: +48 91 449 4780	www.erasmus.zut.edu.pl/en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[3]
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy *Institutional Erasmus Coordinator*		
PI SZCZECI02	dr hab. inż. Maciej Taczała *Dean of the Faculty*	06. 02. 2014	West Pomeranian University of Technology, Szczecin al. Piastów 17 70-310 SZCZECIN POLAND
	dr hab. inż. Witold Biedunkiewicz, prof. ZUT *Vice-Rector for Educational Matters*	11-02.2014	

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[3] Scanned signatures are accepted