

# Erasmus+ Programme

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

### Inter-institutional agreement 2018-2021<sup>22</sup> 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 <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
İzmir Yüksek Teknoloji Enstitüsü-IYTE [Izmir Institute of Technology-IZTECH]	TR IZMIR03	<b>Institutional Coordinator:</b> Nur Başak Sürmeli Eraltuğ <a href="mailto:erasmuskoordinat@iyte.edu.tr">erasmuskoordinat@iyte.edu.tr</a> Phone: +90 232 750 7383 For incoming-students to İYTE: gizemkofunyeli@iyte.edu.tr +90 232 750 78 90 <b>Departmental Erasmus Coordinator</b> Dr. Ferhat Bingöl ferhatbingol@iyte.edu.tr Phone: +90 232 750 6723	<a href="http://www.iyte.edu.tr">www.iyte.edu.tr</a> <a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a>

<sup>1</sup>Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<b>Białystok University of Technology</b>	PL BIALYST01	<p><b>Institutional Coordinator:</b> Małgorzata Malinowska-Czuprys <a href="mailto:m.malinowska@pb.edu.pl">m.malinowska@pb.edu.pl</a></p> <p>Białystok University of Technology, International Relations Office, 45A Wiejska Street, room 1C, 15-351 Białystok, Poland</p> <p><b>Faculty coordinator:</b> Magdalena Dołżyńska, PhD Eng. <a href="mailto:m.dolzynska@pb.edu.pl">m.dolzynska@pb.edu.pl</a></p>	<p><a href="http://www.pb.edu.pl">www.pb.edu.pl</a> <a href="http://pb.edu.pl/iro">http://pb.edu.pl/iro</a></p> <p>course catalogue: <a href="https://pb.edu.pl/iro/erasmus/course-catalogue/">https://pb.edu.pl/iro/erasmus/course-catalogue/</a></p>

## B. Mobility numbers<sup>2</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	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 IZMIR03	PL BIALYST01	713	Energy systems Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2	2std*3 months
PL BIALYST01	TR IZMIR03	713	Energy systems Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2	2std*3 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 [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 IZMIR03	PL BIALYST01	713	Energy systems Engineering	10 days 2 staff*5 days (min 8 hours/staff)	10 days 2 staff*5 days
PL BIALYST01	TR IZMIR03	713	Energy systems Engineering	10 days 2 staff*5 days	10 days 2 staff*5 days

<sup>2</sup> 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>)

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				(min 8 hours/staff)	
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### 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 <sup>3</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR IZMIR03	0713	English	-	B1	B2
PL BIALYST01	0713	English	-	B1	B2

### D. Additional requirements

**TR IZMIR03:** Izmir Institute of Technology has **NO** infrastructure to welcome students and staff with disabilities.

#### PL BIALYST01:

- All incoming students must be officially nominated by their home universities by email ([s.zuazo@pb.edu.pl](mailto:s.zuazo@pb.edu.pl)).
- Bialystok University of Technology's students – mentors help incoming international students at the beginning of their stay in Poland. Address to apply for a mentor [pb@esn.pl](mailto:pb@esn.pl)

[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.]

<sup>3</sup> 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>

## 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 IZMIR03	<u>Nomination deadline:</u> August 1 <sup>st</sup> <u>Application deadline:</u> August 15 <sup>th</sup>	<u>Nomination deadline:</u> December 15 <sup>th</sup> <u>Application deadline:</u> December 31 <sup>st</sup>
PL BIALYST01	15 <sup>th</sup> July	15 <sup>th</sup> January

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

2. The receiving institution will send its decision within;

**TR IZMIR03:** [5] weeks.

**PL BIALYST01:**

3. A Transcript of Records will be issued by the receiving institution no later than;

**TR IZMIR03:** [5] weeks.

**PL BIALYST01:** [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

*[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 20XX will only take effect as of 1 September 20XX+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

**TR IZMIR03:**

[http://ects.iyte.edu.tr/BilgiIngilizce.aspx?p\\_id=menuErasmus&Islem=AKTSNotCevrimiIngilizce](http://ects.iyte.edu.tr/BilgiIngilizce.aspx?p_id=menuErasmus&Islem=AKTSNotCevrimiIngilizce)

**PL BIALYST01:** <https://pb.edu.pl/iro/erasmus/course-catalogue/>

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>4</sup>. 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.]

## **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
<b>TR IZMIR03</b>	For incoming students: <a href="mailto:gizemkofunyeli@iyte.edu.tr">gizemkofunyeli@iyte.edu.tr</a> Tel: +90 232 750 78 90	<a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a> <a href="http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliqi-3/">http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliqi-3/</a>
<b>PL BIALYST01</b>	Bialystok University of Technology, International Relations Office, 45A Wiejska Street, room 1C, 15-351 Białystok, Poland e-mail: <a href="mailto:s.zuazo@pb.edu.pl">s.zuazo@pb.edu.pl</a> Phone : +48 85 746 9047	<a href="http://www.pb.edu.pl">www.pb.edu.pl</a> <a href="http://pb.edu.pl/iro">http://pb.edu.pl/iro</a>

## **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:

<sup>4</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

Institution [Erasmus code]	Contact details (email, phone)	Website for information
<b>TR IZMIR03</b>	For incoming students: <a href="mailto:gizemkofunyeli@iyte.edu.tr">gizemkofunyeli@ iyte.edu.tr</a> Tel: +90 232 750 78 90	<a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a> <b><u>Insurance cover is not automatically provided.</u></b> <a href="http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliqi-3/">http://uio.iyte.edu.tr/en/ogrenci-ogrenim- hareketliliqi-3/</a>
<b>PL BIALYST01</b>	Bialystok University of Technology, International Relations Office, 45A Wiejska Street, room 1C, 15-351 Białystok, Poland e-mail: <a href="mailto:s.zuazo@pb.edu.pl">s.zuazo@pb.edu.pl</a> Phone : +48 85 746 9047	<a href="http://www.pb.edu.pl">www.pb.edu.pl</a> <a href="http://pb.edu.pl/iro">http://pb.edu.pl/iro</a>

#### **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
<b>TR IZMIR03</b>	For incoming students: <a href="mailto:gizemkofunyeli@iyte.edu.tr">gizemkofunyeli@iyte. edu.tr</a> Tel: +90 232 750 78 90	<a href="http://ects.iyte.edu.tr/">http://ects.iyte.edu.tr/</a> <a href="http://uio.iyte.edu.tr/en/ogrenci-ogrenim-hareketliliqi-3/">http://uio.iyte.edu.tr/en/ogrenci-ogrenim- hareketliliqi-3/</a>
<b>PL BIALYST01</b>	Bialystok University of Technology, International Relations Office, 45A Wiejska Street, room 1C, 15-351 Białystok, Poland e-mail: <a href="mailto:s.zuazo@pb.edu.pl">s.zuazo@pb.edu.pl</a> Phone : +48 85 746 9047	<a href="https://pb.edu.pl/iro/accommodation/dormitory@pb.edu.pl">https://pb.edu.pl/iro/accommodation/ dormitory@pb.edu.pl</a>



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**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
TR IZMIR03	<b>Dr. Nur Başak Sürmeli Eraltuğ</b> Erasmus Institutional Coordinator	03/12/2020	
PL BIALYST01	Vice Rector for International Cooperation Assoc. Prof. Dorota Anna Krawczyk, DSc, PhD, Eng.		 <b>VICE-RECTOR for International Cooperation</b> Assoc. Prof. Dorota Anna Krawczyk, DSc, PhD, Eng. BIALYSTOK UNIVERSITY OF TECHNOLOGY



<sup>5</sup> Scanned signatures are accepted

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