



# Erasmus+ Programme

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

## Inter-institutional agreement 2014/15 – 2020/21

**Higher Education Student and Staff Mobility**

**Mobility for learners and staff**

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

<b>Name of the institution (and department, where relevant)</b>	<b>Erasmus code</b>	<b>Contact details<sup>1</sup> (email, phone)</b>	<b>Website (eg. of the course catalogue)</b>
<b>SELÇUK UNIVERSITY</b>	<b>TR KONYA01</b>	Assoc. Prof. Dr. Fuat Boyacıoğlu Institutional Erasmus Coordinator Alaeddin Keykubat Kampusu Erasmus House Misafirhane Yani Selçuklu/Konya/Turkey Tel: +903322234461, Fax: +903322414082 erasmus@selcuk.edu.tr	<a href="http://www.erasmus.selcuk.edu.tr">www.erasmus.selcuk.edu.tr</a>
<b>FACULTY OF ARCHITECTURE CITY AND REGIONAL PLANNING</b>		Assist. Prof. Dr. Arzu TAYLAN  ataylan@selcuk.edu.tr	<a href="http://www.selcuk.edu.tr/Sayfa.aspx?birim=325&amp;dt=1">http://www.selcuk.edu.tr/Sayfa.aspx?birim=325&amp;dt=1</a>

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

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Lublin University of Technology	PL LUBLIN03	<u>Erasmus Departmental Coordinator:</u> Michał Dmitruk, MSc Faculty of Civil Engineering and Architecture <u>International Exchange Office Coordinator:</u> Marcin Żuk, MPhil ul. Nadbystrzycka 42 a (D.S. 4, p. 8) 20-501 Lublin, Poland tel.: +48 81 53 84 719 fax: +48 81 53 84 792 email: <a href="mailto:m.zuk@pollub.pl">m.zuk@pollub.pl</a>	International Exchange Office website: <a href="http://www.bwm.pollub.pl">www.bwm.pollub.pl</a> ECTS Catalogue: <a href="http://bwm.pollub.pl/ects.en">http://bwm.pollub.pl/ects.en</a>
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## B. Mobility numbers<sup>2</sup> 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 <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*]
TR KONYA01	PL LUBLIN03	731	ARCHITECTURE AND TOWN PLANNING	1 <sup>st</sup> cycle,	5 student * 10months = 50
PL LUBLIN03	TR KONYA01	731	ARCHITECTURE AND TOWN PLANNING	1 <sup>st</sup> cycle,	5 student * 10months = 50

[\*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.]

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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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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 *]
TR KONYA01	PL LUBLIN03	731	ARCHITECTURE AND TOWN PLANNING	2 staff * 14 days=28
PL LUBLIN03	TR KONYA01	731	ARCHITECTURE AND TOWN PLANNING	2 staff * 14 days=28

### 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 KONYA 01		English	Turkish	B1 English	B2 English
PL LUBLIN03		English	-	B2	B2

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

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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>

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## D. Additional requirements

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

**TR KONYA01: The candidates with disabilities can only be accepted after the consultation some faculties in Selcuk University**

### **PL LUBLIN03:**

In case you need more detailed information please contact the International Exchange Office. Students: [c.handzel@pollub.pl](mailto:c.handzel@pollub.pl)

Teachers: [m.zuk@pollub.pl](mailto:m.zuk@pollub.pl)

## 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 KONYA01	15th AUGUST	30th DECEMBER
PL LUBLIN03	15 June	30 November

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

2. The receiving institution will send its decision within 1 week.
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

*[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 KONYA01:** ECTS-credits: 60 per year/30 per semester, we fully recognized the European Union's transfer system of credits and according to the ECTS principles they are assessed by the adequate number of credits for each subject. The evaluation scale: 100-90: A; 85-89: B; 84-75: C; 74-70: D; 69-60 E 59-and less: Fx (failed).

#### **PL LUBLIN03:**

ECTS grade	points	mark	Polish-in words	English-in words
A	91-100%	5,0	BARDZO DOBRY	EXCELLENT
B	81-90%	4,5	DOBRY PLUS	VERY GOOD
C	71-80%	4,0	DOBRY	GOOD
D	61-70%	3,5	DOSTATECZNY PLUS	SATISFACTORY
E	51-60%	3,0	DOSTATECZNY	SUFFICIENT
F	50% - 0%	2,0	NIEDOSTATECZNY	FAILED

### 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 KONYA01	<a href="http://www.mfa.gov.tr/consular-info.en.mfa">http://www.mfa.gov.tr/consular-info.en.mfa</a> <a href="mailto:erasmus.incoming@selcuk.edu.tr">erasmus.incoming@selcuk.edu.tr</a> Tel: +90 332 223 4461 Fax: + 90 332 241 4082	<a href="http://www.mfa.gov.tr/consular-info.en.mfa">http://www.mfa.gov.tr/consular-info.en.mfa</a>
PL LUBLIN03	Students: Celina Handzel, MPhil tel.: +48 81 53 84 790 email: <a href="mailto:c.handzel@pollub.pl">c.handzel@pollub.pl</a> Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: <a href="mailto:m.zuk@pollub.pl">m.zuk@pollub.pl</a>	<a href="http://bwm.pollub.pl/en-erasmus.en">http://bwm.pollub.pl/en-erasmus.en</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR KONYA01	<a href="mailto:erasmus.incoming@selcuk.edu.tr">erasmus.incoming@selcuk.edu.tr</a> Tel: +90 332 223 4461 Fax: + 90 332 241 4082	<a href="http://www.erasmus.selcuk.edu.tr">www.erasmus.selcuk.edu.tr</a>
PL LUBLIN03	<u>Students:</u> Celina Handzel, MPhil tel.: +48 81 53 84 790 email: <a href="mailto:c.handzel@pollub.pl">c.handzel@pollub.pl</a> <u>Teachers:</u> Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: <a href="mailto:m.zuk@pollub.pl">m.zuk@pollub.pl</a>	<a href="http://bwm.pollub.pl/en-erasmus.en">http://bwm.pollub.pl/en-erasmus.en</a>



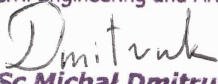
### 4. Housing

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
TR KONYA01	<a href="mailto:erasmus.incoming@selcuk.edu.tr">erasmus.incoming@selcuk.edu.tr</a> Tel: +90 332 223 4461 Fax: + 90 332 241 4082	<a href="http://www.erasmus.selcuk.edu.tr">www.erasmus.selcuk.edu.tr</a>
PL LUBLIN03	<u>Students:</u> Online application <u>Teachers:</u> Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: <a href="mailto:m.zuk@pollub.pl">m.zuk@pollub.pl</a>	<a href="http://bwm.pollub.pl/sms-en-accommodation.en">http://bwm.pollub.pl/sms-en-accommodation.en</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
TR KONYA01	Assoc. Prof. Dr. Fuat BOYACIOGLU  Erasmus+ Institutional Coordinator	11.12.2013	 
PL LUBLIN03	Michał Dmítruk, MSc, Erasmus Departmental Coordinator, Faculty of Civil Engineering and Architecture	11.12.2013	<b>LLP-Erasmus Co-ordinator</b> Faculty of Civil Engineering and Architecture  <b>MSc Michał Dmítruk</b>

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Scanned signatures are accepted

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