



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2015-2021 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.

#### A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>2</sup> (email, phone)	Website (eg. of the course catalogue)
Technická univerzita v Kosiciach Letná 9, 04200 Kosice, Slovakia	SK KOSICE03	<b>Institutional Erasmus coordinator:</b> Ing. Erna BÉRES, <a href="mailto:Erna.Beres@tuke.sk">Erna.Beres@tuke.sk</a> Letná 9, 042 00 Košice, Slovakia +421 55 602 2114 <b>Faculty coordinator and Academic contact:</b> Prof. Ing. Alena Pribulová, CSc. <a href="mailto:alena.pribulova@tuke.sk">alena.pribulova@tuke.sk</a> Park Komenského 14 04200 Košice, Slovakia +421 55 602 2752	<a href="http://www.tuke.sk">www.tuke.sk</a>
Hutnícka fakulta (Faculty of Metallurgy)			

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

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

Bülent Ecevit University Faculty of Engineering Department of Metallurgy and Materials Engineering	TR ZONGULD 01	<b>Dr. Caglar CELIK BAYAR</b> Asst. Professor, Metallurgical and Materials Engineering Dept. Tel: +90 372 291 1198 Email: <a href="mailto:caglarbayar@beun.edu.tr">caglarbayar@beun.edu.tr</a> <b>Dr. Baris AVAR</b> Asst. Professor, Metallurgical and Materials Engineering Dept. Tel: +90 372 291 1139 Email: <a href="mailto:barisavar@beun.edu.tr">barisavar@beun.edu.tr</a> <b>International Affairs Office</b> Bülent Ecevit Üniversitesi Erasmus Program Koordinatörlüğü- Farabi Kampüsü 67100 Zonguldak-Turkey Tel: +90 372 291 1876 Fax: +90 372 257 6215 Email: <a href="mailto:erasmus@beun.edu.tr">erasmus@beun.edu.tr</a>	Erasmus+ <a href="http://digk.beun.edu.tr/uai-eng/">http://digk.beun.edu.tr/uai-eng/</a>  Application Procedure <a href="http://digk.beun.edu.tr/erasmus/wp-content/uploads/2015/02/erasmuscharter.pdf">http://digk.beun.edu.tr/erasmus/wp-content/uploads/2015/02/erasmuscharter.pdf</a>
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### B. Mobility numbers<sup>3</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	
SK KOSICE03	TR ZONGULD01	0710	Engineering and Engineering Trades	1 <sup>st</sup> 2 <sup>nd</sup>	Student Mobility for Studies [total number of months of the study periods or average duration*] 4 x 5 months	Student Mobility for Traineeships *

<sup>3</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>)

TR ZONGULD01	SK KOSICE03	0710	Engineering and Engineering Trades	1 <sup>st</sup>  2 <sup>nd</sup>	4 x 5  months	-
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[\*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.]

<b>FROM</b> [Erasmus code of the sending institution]	<b>TO</b> [Erasmus code of the receiving institution]	<b>Subject area code</b> * [ISCED]	<b>Subject area name</b> *	<b>Number of staff mobility periods</b>	
				Staff Mobility for Teaching	Staff Mobility for Training *
				[total number of days of teaching periods or average duration *]	
SK KOSICE03	TR ZONGULD01	0710	Engineering and Engineering Trades	2 x 7 days	-
TR ZONGULD01	SK KOSICE03	0710	Engineering and Engineering Trades	2 x 7 days (min. 2 days x 8 hours)	-

### 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:

<b>Receiving institution</b> [Erasmus code]	<b>Optional: Subject area</b>	<b>Language of instruction 1</b>	<b>Language of instruction 2</b>	<b>Recommended language of instruction level<sup>4</sup></b>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SK KOSICE03	Engineering and Engineering Trades	EN	EN	EN: B1	EN: B2

<sup>4</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>

TR ZONGULD01	Engineering and Engineering Trades	EN	EN	EN: B1	EN : B2
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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

##### SK KOSICE03

- Selection process: the partner university is kindly requested to ensure that the language proficiency of the outgoing student(s) is a minimum B2.
- The Learning Agreement should be negotiated and agreed on by both sides - sending and receiving institution - before student's arrival. At the TUKE, the dean or the vice-dean of the faculty will sign it.
- Services for incoming students:
  - Welcome Day is organized for international students usually on the first Monday of the semester where students get information about the university in general, administrative issues, student activities, the Slovak language course, and other services. The integration of incoming students is fostered also in the areas of education and social life.
  - Slovak language courses are offered for incoming students by the Language Department, which is free of charge. In case of interest, the course book is provided by the LLP Office. The course is running 2 hours/week.

##### TR ZONGULD01:

- In the case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Erasmus Office: [erasmus@beun.edu.tr](mailto:erasmus@beun.edu.tr)
- Please inform the Student and Staff Mobility Office in advance (while nominating the student) about the specific requirements: [erasmus@beun.edu.tr](mailto:erasmus@beun.edu.tr)

#### E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

##### SK KOSICE03

- The academic calendar is updated and published on <http://web.tuke.sk/erasmus/en/academic.html>

## TR ZONGULD01

- The academic calendar is updated and published on <http://ogrenci.beun.edu.tr/online-islemler/2594-2/>

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SK KOSICE03	Application Deadline: 30 June	Application Deadline: 30 November
TR ZONGULD01	Nomination deadline: 1 June Application deadline for incoming students 1 June (Sept-Jan) <b>Academic Calendar:</b> <a href="http://ogrenci.beun.edu.tr/online-islemler/2594-2/">http://ogrenci.beun.edu.tr/online-islemler/2594-2/</a>	Nomination deadline: 1 December Application deadline for incoming students 1 December (Feb-Jun) <b>Academic Calendar:</b> <a href="http://ogrenci.beun.edu.tr/online-islemler/2594-2/">http://ogrenci.beun.edu.tr/online-islemler/2594-2/</a>

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

- The receiving institution will send its decision within 4 weeks.
- 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.
- Termination of the agreement

In case 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. "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

#### SK KOSICE03

The following scale is used for all types of evaluations/examinations and at all faculties:

Grade	Number of points	Definition
A	91 – 100	Excellent
B	81 – 90	Very good
C	71 – 80	Good
D	61 – 70	Satisfactory
E	51– 60	Sufficient
FX	Less than 51	Fail

## TRZONGULD01

Description of the institutional grading system:

<http://eobs.beun.edu.tr/EOBS/Bilgi/DegerlendirmeSistemi>

Level	Grade	Coefficient	Score
Outstanding	AA	4.00	94 – 100
Excellent	BA	3.50	87 – 93
Very good	BB	3.00	80 – 86
Commendable	CB	2.50	73 – 79
Good	CC	2.00	65 – 72
Competent	DC	1.50	58 – 64
Satisfactory	DD	1.00	50 – 57
Marginal Fail	FD	0.50	45 – 49
Weak Fail	FF	0.00	0 – 44
Pass	YT		
Fail	YZ		
Exempt	MU		
Excuse	MZ		
Non-Attendance	DZ	0.00	
Non-Attendance to exam	GR	0.00	

## **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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
SK KOSICE03	<a href="mailto:Erna.Beres@tuke.sk">Erna.Beres@tuke.sk</a>	<a href="http://www.tuke.sk/erasmus">www.tuke.sk/erasmus</a>
TR ZONGULD01	<a href="mailto:erasmus@beun.edu.tr">erasmus@beun.edu.tr</a>	<a href="http://digk.beun.edu.tr/uai-eng/?page_id=63">http://digk.beun.edu.tr/uai-eng/?page_id=63</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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
SK KOSICE03	<a href="mailto:Erna.Beres@tuke.sk">Erna.Beres@tuke.sk</a>	<a href="http://www.tuke.sk/erasmus">www.tuke.sk/erasmus</a>
TR ZONGULD01	<a href="mailto:erasmus@beun.edu.tr">erasmus@beun.edu.tr</a>	<a href="http://digk.beun.edu.tr/uai-eng/?page_id=63">http://digk.beun.edu.tr/uai-eng/?page_id=63</a>

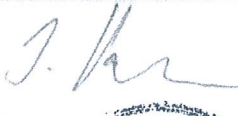
## **4. Housing**

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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
SK KOSICE03	<a href="mailto:Erna.Beres@tuke.sk">Erna.Beres@tuke.sk</a>	<a href="http://www.tuke.sk/erasmus">www.tuke.sk/erasmus</a>
TR ZONGULD01	<a href="mailto:erasmus@beun.edu.tr">erasmus@beun.edu.tr</a>	<a href="http://digk.beun.edu.tr/uai-eng/?page_id=63">http://digk.beun.edu.tr/uai-eng/?page_id=63</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
SK KOSICE03	Doc.Ing.Iveta Vasková, PhD. Dean of faculty	6.05.2015	
TR ZONGULD01	Institutional Erasmus Program Coordinator Assoc. Prof. Dr. Serdar ULUBEYLI	12.05.2015	