Erasmus+ Programme Key Action 1 – Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional agreement 2018-2021 between Partner 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[1] (email, phone)	Website (eg. of the course catalogue)
National Technical University of Ukraine «Igor Sikorsky Kyiv Polytechnic Institute» **UKRAINE**	KYIV	**Ms Olesia Lubianova** Head of Academic Mobility Office 37, Peremohy Ave. 31 building, office 1-14 Kyiv 03056, Ukraine Tel. :+38 044 204 99 55 e-mail : o.lubianova@kpi.ua	www.kpi.ua
DUMLUPINAR UNIVERSTIY	TR KUTAHYA01	**Lec. Gülşah DİKMECİ** Erasmus+ Coordinator Dumlupınar Üniversitesi Evliya Çelebi Yerleşkesi Rektörlük Dış İlişkiler Koordinatörlüğü Kütahya/ Merkez / TURKEY Tel:+90 274 265 2031/ 1040; Fax: +90 274 265 2133 E-mail: iro@dpu.edu.tr gulsah.dikmeci@dpu.edu.tr	http://obs.dpu.edu.tr/oibs/bologna/index.aspx

B. Mobility numbers[2] 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	TO [Erasmus	Subject area	Subject area name *	Study cycle [short	Number of student mobility periods

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[2] 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)*

code of the sending institution]	code of the receiving institution]	code * [ISCED]		cycle, 1st, 2nd or 3rd] *	Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
TR KUTAHYA01	Kyiv	0232	English Language and Literature		2 X 5 months	
		0710	Mining Engineering Mechanical Engineering Electrical-Electronics Engineering	1st		
		0710	Mining Engineering Mechanical Engineering Electrical-Electronics Engineering	2nd		
		0710	Mining Engineering Mechanical Engineering Electrical-Electronics Engineering	3rd		
Kyiv	TR KUTAHYA01	0232	English Language and Literature		1 X 5 months	
		0710	Mining Engineering Mechanical Engineering Electrical-Electronics Engineering	1st		
		0710	Mining Engineering Mechanical Engineering Electrical-Electronics Engineering	2nd		
		0710	Mining Engineering Mechanical Engineering Electrical-Electronics Engineering	3rd		

*Optional: subject area code & name and study cycle are optional.
http://www.uis.unesco.org/education/pages/international-standard-classification-of-education.aspx

FROM [Erasmus code of the sending	TO [Erasmus code of the receiving	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of	Staff Mobility for Training *

2

institution]	institution]			teaching periods or average duration *]	
TR KUTAHYA01	Kyiv	0232 0710	English Language and Literature Mining Engineering Mechanical Engineering	2 X 7 days	2 X 7 days
Kyiv	TR KUTAHYA01	0232 0710	English Language and Literature Mining Engineering Mechanical	2 X 7 days	1 X 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[3]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
KYIV		Ukrainian/Russian	English	B1	B2
TR KUTAHYA01		Turkish	English	B1	B2

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

[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.]

TR KUTAHYA01

For the application procedure for incoming students, information available at http://erasmus.dpu.edu.tr/tr/

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[3] 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

<u>**Kyiv**</u>

For the application procedure for incoming students, information available at **http://mobilnist.kpi.ua/en/information-for-incoming/**

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
KYIV	31st May	31st October
TR KUTAHYA01	30th June- nominations 15th July- applications	30th November- nominations 15th December-applications

TR KUTAHYA01

1. Applications/information on nominated students must reach the receiving institution by:
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.
4. Termination of the agreement

   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 KUTAHYA01:

1.Grading systems of the institutions

The following scale is used for all types of evaluations/ examinations. It is compulsory to take all the courses. Students are required to attend to the courses and pass all the exams. For each course taken, students are given one of the following grades by the course teachers. The marks, grades and grade points are given below:

ECTS GRADES	DPU LOCAL GRADES	MARK	GRADE POINTS	STATUS
A	AA	85-100	4.00	Successful
B	BA	80-84	3.50	Successful

C	BB	75-79	3.00	Successful
D	CB	70-74	2.50	Successful
E	CC	60-69	2.00	Successful
FX	DC	55-59	1.50	Fail*
FX	DD	50-54	1.00	Fail*
F	FD	40-49	0.50	Fail
F	FF	00-39	0.00	Fail

*Students with a (**DC**) and (**DD**) grade are considered successful if they have a GPA of 2.00 in the given year.

DZ (Not attended) grade is given if a student doesn't fulfill the attendance and/or application requirements of the course.

YT (Satisfactory) grade is given to the student who is successful in taking non-credit courses.

YZ (Unsatisfactory) grade is given to the student who is unsuccessful in taking non-credit courses.

MU (Exempt) grade is given to the student who is found successful in examination from exemption conducted by the department concerned for courses determined by the University Senate.

IZ (Incomplete) grade is given if a student academically permitted and so doesn't fulfill the requirements of the course.

1 full academic semester   : 60 credits

1 semester   : 30 credits

Igor Sikorsky Kyiv Polytechnic Institute:

Since 2006 the single system of credits (ECTS – European Credit Transfer and Accumulation System) has been adopted at Igor Sikorsky Kyiv Polytechnic Institute. Along with ECTS the traditional grades are used. Examinations and varied pass-fail examinations are graded according to 4-grade system: excellent, good, satisfactory, unsatisfactory/fail; pass-fail examinations – 2-grade system: passed, not passed. Grading Scale is presented below.

In accordance to Performance Appraisal Rating System Regulation at Igor Sikorsky Kyiv Polytechnic Institute 100 – point grading scale is confirmed.

Passing grades are A – Excellent, B, C – Good, D, E – Satisfactory.

Mark	ECTS grade	National grade (exam/grading test)	National grade (pass/fail course)
95...100	A - excellent	Excellent	Passed
85...94	B – very good	Good	

75...84	C - good		
65...74	D - satisfactory	Satisfactory	
60...64	E - satisfactory (satisfy minimum criteria)		

Failure grades are Fx – Unsatisfactory, F - Fail (additional work is required). In case of "Unsatisfactory" student is required to retake the exam.

Mark	ECTS grade	National grade (exam/grading test)	National grade (pass/fail course)
Less than 60	Fx - Unsatisfactory	Unsatisfactory	Fail
Non performing	F - Fail (additional work is required)	Unaccepted	

Exchange students have to prepare a Learning Agreement supported by their academic tutor and the Igor Sikorsky Kyiv Polytechnic Institute faculty coordinator. The Learning Agreement displays the amount of ECTS granted for each course unit element completed by the student, with a maximum of 30 ECTS per semester. When students return to their home institution, their transcripts are submitted to the appropriate person and every course unit completed at Igor Sikorsky Kyiv Polytechnic Institute is recognized and approved.

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
KYIV	Center of International Education e-mail: cmo-nabor@kpi.ua	http://istudent.kpi.ua/en/vstup/poluchit-priglashenie.html http://istudent.kpi.ua/en/kampus/oformlenie-udostovereniya.html
TR KUTAHYA01	iro@dpu.edu.tr +90 274 265 2031	http://www.mfa.gov.tr/default.en.mfa Practical Information

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
KYIV	Center of International Education e-mail: cmo-nabor@kpi.ua	http://istudent.kpi.ua/en/kampus/medicinskoe-obsluzhivanie.html
TR KUTAHYA01	iro@dpu.edu.tr +90 274 265 2031	http://obs.dpu.edu.tr/oibs/bologna/index.aspx

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
KYIV	Center of International Education e-mail: cmo-nabor@kpi.ua	http://istudent.kpi.ua/en/kampus/prozhivanie.html
TR KUTAHYA01	iro@dpu.edu.tr +90 274 265 2031	http://obs.dpu.edu.tr/oibs/bologna/index.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[4]
National Technical University of Ukraine «Igor Sikorsky Kyiv Polytechnic Institute» KYIV	Prof. Petro Kyrychok The Vice-Rector of Student's Affairs	19/05/2018	
TR KUTAHYA01	Prof. Dr. Kaan ERARSLAN Vice-Rector	01/06/2018	

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[4] Scanned signatures are accepted