Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional agreement 2020/21-2021/22

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[1] (email, phone)	Website (eg. of the course catalogue)
Gebze Technical University **(Gebze Teknik Üniversitesi)** www.gtu.edu.tr **Department of Industrial Engineering**	**TR KOCAELI01**	**Erasmus Office:** **Administrative contact:** Tel: 90 2626051577-78 Fax: 90 262 6538494 E-mail: **erasmus@gtu.edu.tr** **Institutional Coordinator:** Dr. Mevlüdiye GÜZEL Cumhuriyet Mah. 2254. Sk. No.2 41400 Gebze /KOCAELİ **Departmental Erasmus Coordinator:** Prof. Dr. Ayhan DEMİRİZ Tel: +90 (262) 2659 e-mail: ademiriz@gtu.edu.tr	www.gtu.edu.tr http://anibal.gyte.edu.tr/ects/?dil=en https://www.gtu.edu.tr/kategori/2334/3/display.aspx?languageId=1
UNIVERSITY OF MARIBOR Slomškov trg 15, 2000 Maribor, Slovenia **Faculty of Mechanical Engineering** Smetanova ulica 17, 2000 Maribor, Slovenia	**SI MARIBOR01**	Uroš Kline Head of international Relations Office erasmus@um.si Urša Segala Erasmus Coordinator ursa.segala@um.si izr. prof. dr. Nataša Vujica Herzog Faculty coordinator izr. prof. dr. Julija Volmajer Valh Faculty coordinator fs.erasmus@um.si	http://www.um.si/en/international/erasmus/Pages/Faculties-information.aspx

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

B. Mobility numbers[2] 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 November 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 KOCAELI01	SI MARIBOR01	0719	Industrial Engineering	1st, 2nd	2 students (5 months)	-
SI MARIBOR01	TR KOCAELI01	0719	Industrial Engineering	1st, 2nd	2 students (5 months)	-

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 KOCAELI01	SI MARIBOR01	0719	Industrial Engineering	2 (5 days)	-
SI MARIBOR01	TR KOCAELI01	0719	Industrial Engineering	2 (5 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

[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)

***ISCED CODE 2011/ISCED CODE 2013*

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]*
TR KOCAELI01		English	Turkish	B1	B2
SI MARIBOR01		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

SI MARIBOR01: For admission to the University of Maribor in the framework of the Erasmus+ programme, students must follow the application procedure published at the following web page: http://www.um.si/en/international/erasmus/Pages/Application-procedure-for-Erasmus-students-.aspx

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 KOCAELI01	15th June	15th November
SI MARIBOR01	July 1 – students from EU June 1 - students from non - EU countries	December 1– students from EU November 1 – students from non - EU countries

2. Nominated students receive by e-mail their login details to our online application form that they have to complete within the deadline above. Once completed, they receive an acceptance letter by e-mail within a max. of 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI.
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

SI MARIBOR01: The ECTS users' guide of University of Maribor is published at the following web page: http://www.um.si/en/international/erasmus/Pages/ECTS-users-guide.aspx

[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

TR KOCAELI01:

Grading System	TR KOCAELI01	
	Local Grade	ECTS Grade
	AA BA BB CB CC	A B C D E
	DC DD	FX
	FD FF	FF
	VF/NA	No Attendance

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	Website for information
TR KOCAELI01	erasmus@gtu.edu.tr +90 262 605 1577-78	http://www.gtu.edu.tr/kategori/909/0/display.aspx?languageId=1
SI MARIBOR01	Uroš Kline +386 2 2355 342 erasmus@um.si	http://www.um.si/en/international/erasmus/Pages/Visa-and-residence-permit.aspx

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	Website for information
TR KOCAELI01	erasmus@gtu.edu.tr +90 262 605 1577-78	http://www.gtu.edu.tr/kategori/909/0/display.aspx?languageId=1
SI MARIBOR01	Uroš Kline erasmus@um.si	http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.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
TR KOCAELI01	erasmus@gtu.edu.tr +90 262 605 1577-78	http://www.gtu.edu.tr/kategori/909/0/display.aspx?languageId=1
SI MARIBOR01	Uroš kline erasmus@um.si	http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[4]
TR KOCAELI01	Prof. Dr. Muhammed Hasan ASLAN Rector	08/03/2021	
SI MARIBOR01	Rector Prof.Dr. Zdravko KAČIČ	08 -03- 2021	

[4] Scanned signatures are accepted