



# Erasmus+ Programme

- Mobility for learners and staff -  
Higher Education Student and Staff Mobility

## Inter-institutional agreement 2014-2021

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	Erasmus code	Contact details (email, phone)	Website
<b>University of Chemical Technology and Metallurgy Sofia (UCTM)</b>	<b>BG SOFIA20</b>	<b>Institutional Coordinator</b> Rossica Betcheva <a href="mailto:betcheva@uctm.edu">betcheva@uctm.edu</a> Tel/Fax: +3592 9625219  <b>Academic Contact person:</b> Assoc. Prof. Dr. Emil Mihailov, University of Chemical Technology and Metallurgy, Faculty of Metallurgy and Material Science, 8 Sv. Kliment Ohridski Blvd., 1756 Sofia, Bulgaria phone: +359 2 8163361, fax: +359 2 8685488 e-mail: <a href="mailto:emil@uctm.edu">emil@uctm.edu</a>	<a href="http://www.uctm.edu">www.uctm.edu</a>
<b>Ataturk University</b>	<b>TR ERZURUM01</b>	<b>Erasmus Institutional Coordinator</b> Prof. Dr. Taşkın ÖZTAŞ, E-mail: <a href="mailto:toztas@atauni.edu.tr">toztas@atauni.edu.tr</a> <a href="mailto:erasmus@atauni.edu.tr">erasmus@atauni.edu.tr</a> Atatürk University Office of International Affairs Student Affairs Building 2 <sup>nd</sup> Floor 25240 Erzurum/ TURKEY  <b>Erasmus Departmental Coordinator</b> Dr. Güzide Meltem LÜLE ŞENÖZ Faculty of Engineering, Metallurgy and Material Science Department Phone: +90442 231 6039 E-mail: <a href="mailto:meitem.lule@atauni.edu.tr">meitem.lule@atauni.edu.tr</a>	<a href="https://obs.atauni.edu.tr/mod/uller/dbp/eobs/icerik/anasayfa#">https://obs.atauni.edu.tr/mod/uller/dbp/eobs/icerik/anasayfa#</a>

## B. MOBILITY NUMBERS 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	TO	Subject area code	Subject area name	Study cycle	Total number of students/months	
					SMS	SMP
BG SOFIA20	TR ERZURUM01	0722	Engineering, manufacturing and construction - Materials	1 <sup>st</sup> ,2 <sup>nd</sup>	5 months x 2 students	-
TR ERZURUM01	BG SOFIA20	0722	Engineering, manufacturing and construction - Materials	1 <sup>st</sup> ,2 <sup>nd</sup>	5 months x 2 students	-

SMS – student mobility for studying

SMP – student mobility for practical placement

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 *]
BG SOFIA20	TR ERZURUM01	0722	Engineering, manufacturing and construction - Materials	2 staffs x 7 days= 14 days
TR ERZURUM01	BG SOFIA20	0722	Engineering, manufacturing and construction - Materials	2 staffs x 5 days= 10 days (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:

Receiving institution	Optional Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
<b>BG SOFIA20</b>	0772	ENGLISH	ENGLISH	B1	B1
<b>TR ERZURUM01</b>	0772	Turkish	English	B1 (English)	B1 (English)

### D. ADDITIONAL REQUIREMENTS

#### **BG SOFIA20:**

[http://mmu2.uctm.edu/erasmus/home\\_eng.html](http://mmu2.uctm.edu/erasmus/home_eng.html)

**TR ERZURUM01-** <https://obs.atauni.edu.tr/moduller/dbp/eobs/icerik/anasayfa#>

### E. CALENDAR

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

Receiving institution	Autumn term	Spring term
<b>BG SOFIA20</b>	1 <sup>st</sup> July ( for courses) Flexible for Diploma thesis and PhD students	15 <sup>th</sup> October(for courses) Flexible for Diploma thesis and PhD students
<b>TR ERZURUM01</b>	June 30 <sup>th</sup>	November 30 <sup>th</sup>

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.
4. Termination of the agreement or changes in the data set above can be amended annually if communicated before November 30<sup>th</sup>. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## BG SOFIA20

1. UCTM sends a formal acceptance letter.
2. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at UCTM. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

## F. INFORMATION

### 1. Grading systems of the institutions

#### University of Chemical Technology and Metallurgy Sofia (UCTM):

#### BG SOFIA20

##### Description of grading system

ECTS grade	Local grade	Description of the local grade
A	5.50 ÷ 6.00	Excellent
B	4.50 ÷ 5.49	Very good
C	3.50 ÷ 4.49	Good
D	3.00 ÷ 3.49	Satisfactory
E	2.50 ÷ 3.00	Pass
FX/F	2.00	Fail

In our university 1 full academic year:

- for bachelors = 60 credits
- for masters = 47 credits

**TR ERZURUM01-** <https://obs.atauni.edu.tr/moduller/dbp/eobs/icerik/anasayfa#>

### 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
<b>TR ERZURUM01</b>	<a href="mailto:erasmus@atauni.edu.tr">erasmus@atauni.edu.tr</a> Phone: +90442 231 3126/3	<a href="https://obs.atauni.edu.tr/moduller/dbp/eobs/icerik/anasayfa#">https://obs.atauni.edu.tr/moduller/dbp/eobs/icerik/anasayfa#</a>
<b>BG SOFIA20</b>	Office for International Relations <a href="mailto:office_inter@uctm.edu">office_inter@uctm.edu</a> Phone: +359 2 8163204 Fax: +359 2 9525919 <a href="mailto:tanya@uctm.edu">tanya@uctm.edu</a>	<a href="http://mmu2.uctm.edu/erasmus/home_eng.html">http://mmu2.uctm.edu/erasmus/home_eng.html</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>
<b>TR ERZURUM01</b>	erasmus@atauni.edu.tr Phone: +90442 231 3126/3	<a href="https://obs.atauni.edu.tr/moduler/dbp/eobs/icerik/anasayfa#">https://obs.atauni.edu.tr/moduler/dbp/eobs/icerik/anasayfa#</a>
<b>BG SOFIA20</b>	Office for International Relations office_inter@uctm.edu Phone: +359 2 8163204 Fax: +359 2 9525919	<a href="http://mmu2.uctm.edu/erasmus/home_eng.html">http://mmu2.uctm.edu/erasmus/home_eng.html</a>

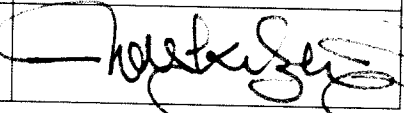
### **4. Housing**

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>
<b>TR ERZURUM01</b>	erasmus@atauni.edu.tr Phone: +90442 231 3126/3	<a href="https://obs.atauni.edu.tr/moduller/dbp/eobs/icerik/anasayfa#">https://obs.atauni.edu.tr/moduller/dbp/eobs/icerik/anasayfa#</a>
<b>BG SOFIA20</b>	Office for International Relations office_inter@uctm.edu Phone: +359 2 8163204 Fax: +359 2 9525919	<a href="http://mmu2.uctm.edu/erasmus/home_eng.html">http://mmu2.uctm.edu/erasmus/home_eng.html</a>


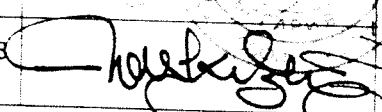
**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

<b>Institution</b>	<b>Name, function</b>	<b>Date</b>	<b>Signature</b>
<b>BG SOFIA20</b>	Prof.R.Betcheva, Dean, Institutional Erasmus Coordinator		
<b>TR ERZURUM01</b>	Prof. Taşkın ÖZTAŞ, Institutional Erasmus Coordinator	28/12/2018	

<sup>1</sup> Scanned signatures are accepted



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

<b>Institution</b>	<b>Name, function</b>	<b>Date</b>	<b>Signature</b>
<b>BG SOFIA20</b>	Prof.R.Betcheva, Dean, Institutional Erasmus Coordinator	1.01.2019	
<b>TR ERZURUM01</b>	Prof. Taşkın ÖZTAŞ, Institutional Erasmus Coordinator	28/12/2018	

Scanned signatures are accepted

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