



ERASMUS+ PROGRAMME

Erasmus Bilateral Agreement for the academic years: 2014-2015 / 2020-2021

Between (Name of the institution and department, where relevant)	Erasmus CODE	LUISS - Libera Università Internazionale degli Studi Sociali - Guido Carli
	I ROMA03	
Contact details (name, email, phone, website)	Annamaria A. Ricciardi (aricciar@luiss.it) – (relint@luiss.it) Phone (+39)06 85225.389/711 – Fax(+39)06 85225.505 www.luiss.it – www.luiss.edu	
And (Name of the Institution and department, where relevant)	Erasmus CODE	Unwersytet Mikołaja Kopernika W TORUNIU – Nicolaus Copernicus University
	PL TORUN01	
Contact details (name, email, phone, website)	International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246 Ewa Derkowska-Rybicka (ewader@umk.pl) – Erasmus Institutional Coordinator (STA , STT) Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students; placements Marta Wiśniewska (mawi@umk.pl), Marta Błaszczyk (martaslo@umk.pl) - outgoing students; placements	
	Faculty coordinator: Dr Piotr Chrzczonowicz, pch@umk.pl Tel. +48 56 611 40 38, fax +48 56 611 40 02 Vice dean for International Relations: Prof. dr Arkadiusz Lach, arkadl@umk.pl Tel. +48 56 611 40 02, fax +48 56 611 40 02	

The institutions named above 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.

Student Mobility for Studies

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of October in the preceding academic year.

Erasmus Subject area – ISCED code		Level			Country		Student Mobility for Studies	
Subject area code	Subject area name	Undergraduate Bachelor	Post-graduate Master	Doctoral	FROM	TO	Students	Months
380	Law	X	X	NO	IT	PL	2	12
380	Law	X	X	NO	PL	IT	2	12

Student Mobility language requirements

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:

Language requirements I ROMA03	With most of our partners we have agreed that the language proficiency will be certified by each home university confirming the level is adequate and students will not be required to submit an official language test result for the exchange programme. LUISS will require official proof of language proficiency only from partners with whom we have not agreed on a language certificate waiver.	
Student Mobility for Studies		
Italian	Bachelor Level	A minimum of B1 of the CEFRL
	Master Level	A minimum of B2 of the CEFRL
English	Bachelor and Master Levels	A minimum of B2 of the CEFRL IELTS score a minimum of 6 TOEFL IBT score a minimum of 79/80 Cambridge – CAE Level - grade B

Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
			Student Mobility for Studies	Staff Mobility for Teaching
			[Minimum]	[Minimum recommended]

¹ 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>

recommended level: B1]		level: B2]	
PL TORUN01	Polish	English	B2

Students applying for an Erasmus at NCU should meet the following language requirements: B2 of English (both in writing and speaking). Moreover, respective faculties esp. language departments may have higher requirements. Students should present a language certificate proving their language competences.

Deadlines

1. Applications/information on nominated students must reach the receiving institution by (the deadlines indicated herewith are not final and different dates might apply and can be agreed upon):

FROM (Country)	TO (Country)	Autumn term	Spring term
PL	IT	End of May	End of May
IT	PL	June, 1 st	November, 1st

2. The receiving institution will send its decision within 5 weeks after the deadline.
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: the agreement can be modified or terminated unilaterally, as long as at least a one academic year notice is given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

PL TORUN01:

Partner institutions should send their nominations by email (pls. give student's first and family name, e-mail, area of studies and semester of Erasmus scholarship).

Students should apply according to the procedure given on

<http://www.umk.pl/en/cooperation/erasmus/students/application>

The online application should be submitted by the students by the **1st of June** or **1st of November**.

General Information

Although a brief overview is provided in this agreement, more detailed information is sent to the nominees in order for them to prepare their exchange.

1. Grading system of the institutions:
Is described thoroughly in our ECTS Brochures, available to the general public on the following webpage:

FROM (Country)	TO (Country)	Link to Website resource
PL	IT	http://www.luiss.edu/students/erasmus-and-exchange-students/ects-course-information

PL TORUN01:

The Nicolaus Copernicus University follows the ECTS scheme, which means that ECTS credits are allocated to course units, lectures, practical works, etc. at each faculty. In ECTS, 60 credits represent one year of study (in terms of workload); normally 30 credits are given for six months (a term/semester).

The Polish grading system in higher education is based on the 5 to 2 scale, where 5 is the best mark and 2 is the worst.

Moreover, students can also be marked with additional signs of + and -. Each of them equals half a point: + means 0.5 more. Some courses, however, are not evaluated on such a marking scheme and for these a student may simply obtain *zal.* or *zaliczenie* (EN. 'pass') which means that their workload was satisfactory and they have passed the course.

Uniwersytet Mikołaja Kopernika w Toruniu		ECTS	
Grade		Grade	Predicate
5		A	Excellent
4,5 - 5		B	Very Good
4		C	Good
3,5		D	Satisfactory
3		E	Sufficient
2		F	Fail
Zal / pass		Participation; i.e. the student has successfully and regularly attended the course.	

Additional information

PL TORUN01

The list of Erasmus coordinators at NCU is available at
<http://www.umk.pl/en/cooperation/erasmus/coordinators/>

Erasmus students who wish to follow courses at more than one faculty at NCU need to obtain the approval of a coordinator/dean of a respective/particular faculty.

- Erasmus students interested in writing a final BA-/MA-/PhD-thesis at NCU should ask a respective coordinator to get an approval to do so. Final theses need to be graded by the home institution/not by NCU.
- Nicolaus Copernicus University attempts at facilitating the Erasmus exchange students with disabilities or permanent illnesses. Our International Programmes Office, in cooperation with the Section for Students with Disabilities, tries to meet your special needs.

More details and steps to follow available at: <http://www.umk.pl/en/cooperation/erasmus/students/disabled/>
 Contact:

International Programmes Office in Toruń, +48 56 6114928 incoming@erasmus.umk.pl

Additional information on medical care at NCU in Toruń is available at
<http://www.umk.pl/en/cooperation/guide/issues/#A2/>

Health and safety issues are a very important matter at our university, therefore, during the Orientation Weeks we offer Erasmus students a special pack concerning Emergency Issues. We also provide students with a psychological help during their Erasmus stay in Toruń.

Contact:

an English speaking psychologist counselling@erasmus.umk.pl

- For the implementation of **STA/STT**-mobilities, – incoming staff is required to get confirmation of invitation by an NCU contact person from the respective faculty in reasonable advance in order to prepare a satisfactory programme of teaching/training.

ERASMUS incoming information:

<http://www.umk.pl/en/cooperation/erasmus/>

Lecture catalogue:

<http://www.umk.pl/en/cooperation/erasmus/students/study/>

Semester dates:

<http://www.umk.pl/en/cooperation/guide/calendar/>

General information:

<http://www.law.umk.pl/index.php?lang=en#39>

Courses in English:

<http://www.law.umk.pl/index.php?lang=en#551>

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:

FROM (Country)	TO (Country)	Contact details	Website for information
PL	IT	relint@luiss.it – (+39)06 85225.389 / 642	http://www.luiss.edu/students/erasmus-and-exchange-students
IT	PL	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/

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.

Exchange students are not given insurance cover automatically, unless specified. Information and assistance can be provided by the following contact points and information sources:

FROM (Country)	TO (Country)	Contact details	Website for information
PL	IT	relint@luiss.it – (+39)06 85225.389 / 642	http://www.luiss.edu/students/erasmus-and-exchange-students/ects-application-form-procedures-and-deadlines
IT	PL	incoming@erasmus.umk.pl Tel. Toruń campus	http://www.umk.pl/en/cooperation/guide/issues/#A2

		(+48 56 611 4928)	
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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:

FROM (Country)	TO (Country)	Contact details	Website for information
PL	IT	relint@luiss.it (+39)06 85225.389 / 642	http://www.luiss.edu/students/erasmus-and-exchange-students/ects-application-form-pr-and-deadlines
IT	PL	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/cooperation/erasmus/students/application/#Acco http://www.umk.pl/en/cooperation/guide/accommodation/

Signatures of the legal representatives of both institutions:

Name and Erasmus code of Institution: I ROMA03 LUISS - Libera Università Internazionale degli Studi Sociali - Guido Carli		PL TORUN01 Nicolaus Copernicus University	
Name and function of the official representative: Prof. Massimo Egidi The Rector		Prof. dr Arkadiusz Lach, Vice-dean for International Relations at the Faculty of Law and Administration	
Signature:		Signature:	
Date:	28-10-2013	Date:	21/10/13
Stamp:		Stamp:	PRODZIEKAN <i>Dr hab. Arkadiusz Lach, prof. UMK</i>

* At PL TORUN01 single-subject agreements are signed by the dean of the respected faculty, while multi-subject agreements by the Vice-rector for Education.