



Erasmus+ Programme

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

Inter-institutional agreement 2014-20[21] 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)
Kaunas University of Technology	LT KAUNAS02	Institutional ERASMUS coordinator Gintarė VILBICKIENĖ E-mail: gintare.vilbikiene@ktu.lt Phone: (+370-37) 300038	http://en.ktu.lt/content/studies/exchange-students
Institute of Europe		Contact person Leonas ZITKUS E-mail:	http://ktu.lt/ei/

		lepnas.ziskus@ktu.lt	
		Phone: +370 37 300138	
Nicholas Copernicus University	PL TORUN 01	Małgorzata Grudzińska Responsible for Student Exchange incoming@erasmus.umk.pl 00 48 56 611-49-28	http://www.umk.pl/en/cooperation/erasmus/students/study/courses_in_foreign_languages%20NCU.pdf

B. Mobility numbers 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 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
LT KAUNAS 02	PL TORUN 01	34	Business studies and management	2	10	
PL TORUN 01	LT KAUNAS 02	34	Business studies and management	2	18	

[*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.]

FROM	TO	Subject area code	Subject area name	Number of staff mobility periods
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[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	area code * [ISCED]	area name *	Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
LT KAUNAS 02	PL TORUN 01	34	Business Studies and management		
				14	
PL TORUN 01	LT KAUNAS 02	43	Business Studies and management	14	

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]	Options I: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level*	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
LT KAUNAS02		English		B2	B2
PL TORUN 01		English		B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

* 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>

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]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
LT KAUNAS02	June 1	November 1
PL TORUN 01	June 1	November 1

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

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

The Agreement may be modified or amended only by written agreement between the Parties.

The Agreement may be terminated:

- Upon written consent of both parties;
- Upon initiative of one of the Parties by giving the other Party a written notice at least one academic year in advance. Neither the European Commission nor the National Agency can be held responsible in case of a conflict.

F. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]*

<http://en.ktu.lt/content/studies/modes-assessment-and-grading>

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

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
LT KAUNAS02	Renata Motiejunaite, E-mail: renata.motiejunaite@ktu.lt , Phone: (+370-37) 300037	http://en.ktu.lt/content/studies/visas
PL TORUN 01	Małgorzata Grudzińska Responsible for Student Exchange incoming@erasmus.umk.pl 00 48 56 611-49-28	http://www.umk.pl/en/cooperation/guide/issues/#A1

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:

*http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

Institution [Erasmus code]	Contact details (email, phone)	Website for information
LT KAUNAS02	Renata Motiejunaite, E-mail: renata.motiejunaite@ktu.lt , Phone: (+370-37) 300037	http://en.ktu.lt/content/studies/health-insurance
PL TORUN 01	Malgorzata Grudzińska Responsible for Student Exchange incoming@erasmus.umk.pl 00 48 56 611-49-28	http://www.umk.pl/en/cooperation/guide/issues/#A2

4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

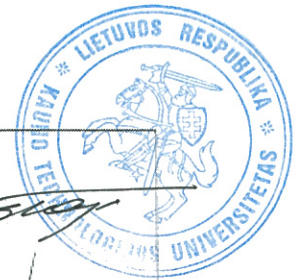
Information and assistance can be provided by the following persons and information sources:


Institution [Erasmus code]	Contact details (email, phone)	Website for information
LT KAUNAS02	Renata Motiejunaite, E-mail: renata.motiejunaite@ktu.lt , Phone: (+370-37) 300037	http://en.ktu.lt/content/studies/accommodation
PL TORUN 01	Malgorzata Grudzińska Responsible for Student Exchange incoming@erasmus.umk.pl 00 48 56 611-49-28	http://www.umk.pl/en/cooperation/guide/accommodation/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature*

*Scanned signatures are accepted



LT KAUNAS02	Vice-Rector for International Relations and Development Sigitas Stanys	17/12/2015	
PL TORUN 01	Prodziekan ds. Rozwoju i Współpracy z Zagranicą Dr hab. Jerzy Boehlke, prof. UMK		Prodziekan ds. Rozwoju i Współpracy z Zagranicą Dr hab. Jerzy Boehlke