



Erasmus+ Programme

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

Inter-institutional agreement 2014/2015-2020/2021 between programme countries

Minimum requirements

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 (email, phone)	Website (eg. of the course catalogue)
Uniwersytet Mikołaja Kopernika w Toruniu (<i>Nicolaus Copernicus University in Toruń</i>) Faculty of Political Science and International Studies	PL TORUN01	<u>Departmental Coordinator:</u> Dr Dariusz Góra-Szopiński Tel.: +48 56 611 2120 Email: chopin@uni.torun.pl <u>Institutional Coordinator:</u> Ms Ewa Derkowska-Rybicka Head (STA, STT) Tel.: +48 56 611 4928 Email: ewader@uni.torun.pl Ms. Małgorzata Grudzińska Incoming students, placements Tel.: +48 56 611 4929 Email: incoming@erasmus.umk.pl	ERASMUS incoming information: www.umk.pl/en/cooperation/erasmus/ Course catalogue – department: www.wpism.umk.pl/index.php/international/courses-in-foreign-languages Course catalogue – university: www.umk.pl/en/cooperation/erasmus/students/study/ Semester dates: www.umk.pl/en/cooperation/guide/calendar/
Technische Universität Chemnitz	D CHEMNIT01	<u>Departmental Coordinator:</u> Prof. Dr. Miloš Rezník Tel.: +49 371 531 - 34390 Email: milos.reznik@phil.tu-chemnitz.de	https://www.tu-chemnitz.de/international/incoming/

		Institutional Coordinator: Mr Oliver Sachs Tel.: +49 371 531 37972, Fax : +49 371 531 13509, Email: oliver.sachs@iuz.tu-chemnitz.de	ng/index.php.en
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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 [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 *
PL TORUN01	D CHEMNIT01	312/ 314	Political Sciences and Civics/ Sociology and Cultural Studies	1 st , 2 nd , 3 rd	12 (1 student)	-
		0321	Journalism and reporting Sciences	1 st , 2 nd , 3 rd	or 12 (1 student)	-
D CHEMNIT01	PL TORUN01	312/ 314	Political Sciences and Civics/ Sociology and Cultural Studies	1 st , 2 nd , 3 rd	12 (1 student)	-
		0321	Journalism and reporting Sciences	1 st , 2 nd , 3 rd	or 12 (1 student)	-

[*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 [Erasmus	TO [Erasmus	Subject area	Subject area	Number of staff mobility periods
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code of the sending institution]	code of the receiving institution]	code * [ISCED]	name *	Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
PL TORUN01	D CHEMNIT01	312/ 314	Political Sciences and Civics/ Sociology and Cultural Studies	14	-
		0321	Journalism and reporting Sciences	14	-
D CHEMNIT01	PL TORUN01	312/ 314	Political Sciences and Civics/ Sociology and Cultural Studies	14	-
		0321	Journalism and reporting Sciences	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]	Optional: 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
PL TORUN01	Any	Polish	English	B2 for English	B2
D CHEMNIT01	Any	German	English (where indicated)	B1, German Studies: B2	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

PL TORUN01:

- 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. The list of Erasmus coordinators at NCU is available at www.umk.pl/en/cooperation/erasmus/coordinators/
- 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: www.umk.pl/en/cooperation/erasmus/students/disabled/
Contact: International Programmes Office, +48 56 6114928, incoming@erasmus.umk.pl
- Additional information on medical care at NCU in Toruń is available at 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.

D CHEMNIT01:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: luz@tu-chemnitz.de

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
PL TORUN01	1 st of June	1 st of November
D CHEMNIT01	15 th of July	15 th of January

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.
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, given that the transcript form and all relevant course work documents have been submitted by the student.
4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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

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		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.	

D CHEMNIT01:

<https://www.tu-chemnitz.de/int/studierende/ects.php.en>

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
PL TORUN01	incoming@erasmus.umk.pl Tel. +48 56 6114928	www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/
D CHEMNIT01	iuz@tu-chemnitz.de 0049 (371) 531 13500	https://www.tu-chemnitz.de/international/incoming/index.php.en

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
PL TORUN01	incoming@erasmus.umk.pl Tel. +48 56 611 4928	www.umk.pl/en/cooperation/guide/issues/#A2
D CHEMNIT01	iuz@tu-chemnitz.de 0049 (371) 531 13500	https://www.tu-chemnitz.de/international/incoming/index.php.en

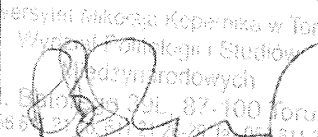
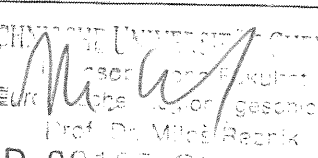
4. Housing

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
PL TORUN01	incoming@erasmus.umk.pl Tel. +48 56 611 4928	www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation www.umk.pl/en/cooperation/guide/accommodation/
D CHEMNIT01	sabine.grundschock@swcz.de 0049 (0)371 5 62 88 51	http://www.tu-chemnitz.de/stuwe/joomla/de/wohnen/wohnen-in-chemnitz

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
PL TORUN01	Prof. Roman Bäcker Dean of the Faculty of Political Science and International Studies	17.12.2013	<p>Uniwersytet Mikołaja Kopernika w Toruniu Wydział Polityki i Studiów Międzynarodowych ul. Świdzińskiego 20L, 87-100 Toruń tel. 056 611 21 11, fax 056 611 21 14</p> 
D CHEMNIT01	Prof. Dr. Miloš Rezník, Erasmus Departmental Coordinator, Faculty of Humanities, Institute of European History	06.01.2014	<p>TECHNISCHE UNIVERSITÄT CHEMNITZ Fakultät für Kultur- und Europastudien Prof. Dr. Miloš Rezník D-09107 Chemnitz</p> 

¹ Scanned signatures are accepted