



# Erasmus+ Programme

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

## **Inter-institutional agreement 2014-2021** **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**

<b>Name of the institution</b> (and department, where relevant)	<b>Erasmus code</b>	<b>Contact details</b>	<b>Website</b> (eg. of the course catalogue)
UNIVERSITA' DI SIENA	I SIENA01	Institutional Coord. PROF. ALESSANDRA VIVIANI Dept. Coordinator: PROF. CORNER PAUL RICHARD	<a href="http://en.unisi.it">http:// en.unisi.it</a> <a href="http://www.unisi.it/scegli-il-tuo-percorso">http://www.unisi.it/sc egli-il-tuo-percorso</a> <a href="http://www.unisi.it/internazionale/exchange-student">http://www.unisi.it/int ernazionale/exchange- student</a> <a href="http://www.unisi.it/internazionale/offerta-formativa-lingua-inglese">http://www.unisi.it/int ernazionale/offerta- formativa-lingua- inglese</a> <a href="http://www.unisi.it/internazionale">www.unisi.it/internazio nale</a>

		International Relations Office, Bilateral agreements	erasmus.agr@unisi.it Tel: +390577232391 /2026 /2422  Fax: +390577232392
		International Relations Office, Outgoing students	erasmus.out@unisi.it Tel: +390577232391 /2026 /2422  Fax: +390577232392
		International Relations Office, Incoming students	incoming@unisi.it Tel: +390577232158 / 2025 /2496  Fax: +390577232392
<b>Uniwersytet Mikołaja Kopernika w Toruniu</b> <i>(Nicolaus Copernicus University in Toruń)</i>  <b>Faculty of Political Science and International Studies</b> ul. Batorego 39 L 87-100 Toruń, Poland	<b>PL</b> <b>TORUN01</b>	International Programmes Office Nicolaus Copernicus University ul. Gagarina 11 87-100 Torun, Poland tel/fax. +48 56 611 4929 tel. +48 56 6114928, 611 2246  <b>Institutional Coordinator</b> (STA, STT): Mrs. Ewa Derkowska-Rybicka (ewader@umk.pl)  <b>Incoming students, placements:</b> Mrs. Małgorzata Grudzińska (incoming@erasmus.umk.pl)  <b>Dept. coordinator:</b> Dr. Dariusz Góra-Szopiński (chopin@umk.pl) tel. +48 56 611 2120 fax +48 56 611 2119	ERASMUS incoming information: <a href="http://www.umk.pl/en/cooperation/erasmus/">www.umk.pl/en/cooperation/erasmus/</a>  Lecture catalogue - faculty: <a href="http://www.wpism.umk.pl/index.php/international/courses-in-foreign-languages">www.wpism.umk.pl/index.php/international/courses-in-foreign-languages</a>  Lecture catalogue - university: <a href="http://www.umk.pl/en/cooperation/erasmus/students/study/">www.umk.pl/en/cooperation/erasmus/students/study/</a>  Semester dates: <a href="http://www.umk.pl/en/cooperation/guide/calendar/">www.umk.pl/en/cooperation/guide/calendar/</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 [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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeship s *
I SIENA01	PL TORUN01	316	International Relations, European Studies, Area Studies	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , and long cycle	1 x 10 months	
PL TORUN01	I SIENA01	316	International Relations, European Studies, Area Studies	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , and long cycle	1 x 10 months	

*\*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 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 (STT)  [total number of days of teaching periods or average duration *]	Staff Mobility for Training (STA) *
I SIENA01	PL TORUN01			x weeks	
PL TORUN01	I SIENA01			x weeks	



## 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 <sup>1</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I SIENA01		Italian	English (some courses)	<b>Italian</b> 1 <sup>st</sup> cycle: A2 2 <sup>nd</sup> and 3 <sup>rd</sup> cycle: B1 <b>English</b> 1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> cycle: B1	
PL TORUN01		Polish	English	B2 for English	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

**I SIENA01.** The participation at the Welcome week being held on the last week of september (1<sup>st</sup> semester) and the last week of february (2<sup>nd</sup> semester) is strongly recommended.

The University of Siena has the infrastructure and staff to welcome students and staff with disabilities: <http://www.unisi.it/accoglienza-disabili-e-servizi-dsa>

### 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/](http://www.umk.pl/en/cooperation/erasmus/coordinators/)

<sup>1</sup> 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>

- 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/](http://www.umk.pl/en/cooperation/erasmus/students/disabled/)  
Contact: International Programmes Office, +48 56 6114928, [incoming@erasmus.umk.pl](mailto:incoming@erasmus.umk.pl)
- Additional information on medical care at NCU in Toruń is available at [www.umk.pl/en/cooperation/guide/issues/#A2/](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](mailto: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.

## E. Calendar

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

Receiving institution	Winter term [month]	Summer term [month]
I SIENA01	Nomination to: <a href="mailto:incoming@unisi.it">incoming@unisi.it</a> Deadline: May 31st	Nomination to: <a href="mailto:incoming@unisi.it">incoming@unisi.it</a> Deadline: October 31st
	Student's application to: <a href="mailto:incoming@unisi.it">incoming@unisi.it</a> Deadline: June 30th	Student's application to: <a href="mailto:incoming@unisi.it">incoming@unisi.it</a> Deadline: November 30th
I SIENA01: Academic Year (Courses Period)	October 1 <sup>st</sup> – February 28 <sup>th</sup> (Beginning of October – End of January)	March 1 <sup>st</sup> – July 31 <sup>st</sup> (Beginning of March – End of June)
PL TORUN01	Nomination to: <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Deadline: June 1 <sup>st</sup>	Nomination to: <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Deadline: November 1 <sup>st</sup>
	Student's application to: <a href="http://www.umk.pl/en/cooperation/erasmus/students/application">www.umk.pl/en/cooperation/erasmus/students/application</a> Deadline: June 1 <sup>st</sup>	Student's application to: <a href="http://www.umk.pl/en/cooperation/erasmus/students/application">www.umk.pl/en/cooperation/erasmus/students/application</a> Deadline: November 1 <sup>st</sup>



PL TORUN01: Academic Year (Courses Period)	October 1 <sup>st</sup> – January 31 <sup>st</sup>	February 15 <sup>th</sup> – June 15 <sup>th</sup>
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2. The receiving institution will send its decision within: I\_SIENA01 2 weeks, PL\_TORUN01 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 30 days 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

*It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, 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. The termination clauses must include the following disclaimer: "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.	

## **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
I Siena01	International Relations Office, Incoming students: incoming@unisi.it Tel: +390577232158 / 2025 /2496 Fax: +390577232392	<a href="http://en.unisi.it/international/general-information-students/entry-visa-and-temporary-residency-permit">http://en.unisi.it/international/general-information-students/entry-visa-and-temporary-residency-permit</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 6114928	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A1">www.umk.pl/en/cooperation/guide/issues/#A1</a> Polish Ministry of Foreign Affairs <a href="http://www.msz.gov.pl/en/travel_to_poland/">www.msz.gov.pl/en/travel_to_poland/</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</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
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I SIENA01	International Relations Office, Incoming students: incoming@unisi.it Tel: +390577232158 / 2025 /2496 Fax: +390577232392	<a href="http://www.unisi.it/didattica/usiena-welcome/assicurazioni-gli-studenti">http://www.unisi.it/didattica/usiena-welcome/assicurazioni-gli-studenti</a>
	International Relations Office, Outgoing students: erasmus.out@unisi.it Tel: +390577232391 /2026 /2422	<a href="http://www.unisi.it/didattica/usiena-welcome/assicurazioni-gli-studenti">http://www.unisi.it/didattica/usiena-welcome/assicurazioni-gli-studenti</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 611 4928	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">www.umk.pl/en/cooperation/guide/issues/#A2</a>

#### 4. Housing

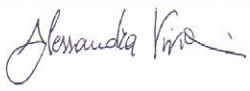

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I SIENA01	International Relations Office, Incoming students: incoming@unisi.it Tel: +390577232158 / 2025 /2496 Fax: +390577232392	<a href="http://en.unisi.it/international/general-information-students/accommodation">http://en.unisi.it/international/general-information-students/accommodation</a> <a href="http://www.unisi.it/internazionale/international-place/vivere-siena/alloggio">http://www.unisi.it/internazionale/international-place/vivere-siena/alloggio</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 611 4928	<a href="http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation">www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation</a> <a href="http://www.umk.pl/en/cooperation/guide/accommodation/">www.umk.pl/en/cooperation/guide/accommodation/</a>



**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)<sup>2</sup>**

<b>Institution</b> [Erasmus code]	<b>Name, function</b>	<b>Date</b>	<b>Signature<sup>3</sup></b>
I SIENA01	Prof. Alessandra Vivani Vice-rector for the International Relations	24/1/14	
PL TORUN01	Prof. Roman Bäcker Dean of the Faculty of Political Science and International Studies	27/1/14	

<sup>2</sup> At PL TORUN01, single-subject agreements are signed by the Dean of relevant faculty, while multi-subject agreements by the Vice-rector for Education.

<sup>3</sup> Scanned signatures are accepted.



# Erasmus+ Programme

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

## **Inter-institutional agreement 2014-2021** **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**

<b>Name of the institution</b> (and department, where relevant)	<b>Erasmus code</b>	<b>Contact details</b>	<b>Website</b> (eg. of the course catalogue)
UNIVERSITA' DI SIENA	I SIENA01	Institutional Coord. PROF. ALESSANDRA VIVIANI Dept. Coordinator: PROF. CORNER PAUL RICHARD	<a href="http://en.unisi.it">http:// en.unisi.it</a> <a href="http://www.unisi.it/scegli-il-tuo-percorso">http://www.unisi.it/sc egli-il-tuo-percorso</a> <a href="http://www.unisi.it/internazionale/exchange-student">http://www.unisi.it/int ernazionale/exchange- student</a> <a href="http://www.unisi.it/internazionale/offerta-formativa-lingua-inglese">http://www.unisi.it/int ernazionale/offerta- formativa-lingua- inglese</a> <a href="http://www.unisi.it/internazionale">www.unisi.it/internazio nale</a>



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<b>Uniwersytet Mikołaja Kopernika w Toruniu</b> <i>(Nicolaus Copernicus University in Toruń)</i>	<b>PL</b> <b>TORUN01</b>	International Programmes Office Nicolaus Copernicus University ul. Gagarina 11 87-100 Torun, Poland tel/fax. +48 56 611 4929 tel. +48 56 6114928, 611 2246  <b>Institutional Coordinator</b> (STA, STT): Mrs. Ewa Derkowska-Rybicka (ewader@umk.pl)  <b>Incoming students, placements:</b> Mrs. Małgorzata Grudzińska (incoming@erasmus.umk.pl)  <b>Dept. coordinator:</b> Dr. Dariusz Góra-Szopiński (chopin@umk.pl) tel. +48 56 611 2120 fax +48 56 611 2119	ERASMUS incoming information:  <a href="http://www.umk.pl/en/cooperation/erasmus/">www.umk.pl/en/cooperation/erasmus/</a>  Lecture catalogue - faculty:  <a href="http://www.wpism.umk.pl/index.php/international/courses-in-foreign-languages">www.wpism.umk.pl/index.php/international/courses-in-foreign-languages</a>  Lecture catalogue - university:  <a href="http://www.umk.pl/en/cooperation/erasmus/students/study/">www.umk.pl/en/cooperation/erasmus/students/study/</a>  Semester dates:  <a href="http://www.umk.pl/en/cooperation/guide/calendar/">www.umk.pl/en/cooperation/guide/calendar/</a>
<b>Faculty of Political Science and International Studies</b> ul. Batorego 39 L 87-100 Toruń, Poland			

## 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
I SIENA01	PL TORUN01	313	Political science and civics	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and long cycle	1 x 10 months	
PL TORUN01	I SIENA01	313	Political science and civics	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and long cycle	1 x 10 months	

*\*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 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 (STT)  [total number of days of teaching periods or average duration *]	Staff Mobility for Training (STA) *
I SIENA01	PL TORUN01			x weeks	
PL TORUN01	I SIENA01			x weeks	

## 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 <sup>1</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I SIENA01		Italian	English (some courses)	<b>Italian</b> 1 <sup>st</sup> cycle: A2 2 <sup>nd</sup> and 3 <sup>rd</sup> cycle: B1 <b>English</b> 1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> cycle: B1	
PL TORUN01		Polish	English	B2 for English	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

**I SIENA01.** The participation at the Welcome week being held on the last week of september (1<sup>st</sup> semester) and the last week of february (2<sup>nd</sup> semester) is strongly recommended.

The University of Siena has the infrastructure and staff to welcome students and staff with disabilities: <http://www.unisi.it/accoglienza-disabili-e-servizi-dsa>

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<sup>1</sup> 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>

Contact: International Programmes Office, +48 56 6114928,  
[incoming@erasmus.umk.pl](mailto:incoming@erasmus.umk.pl)

- Additional information on medical care at NCU in Toruń is available at [www.umk.pl/en/cooperation/guide/issues/#A2/](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](mailto:counselling@erasmus.umk.pl)
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## E. Calendar

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I SIENA01: Academic Year (Courses Period)	October 1 <sup>st</sup> – February 28 <sup>th</sup> (Beginning of October – End of January)	March 1 <sup>st</sup> – July 31 <sup>st</sup> (Beginning of March – End of June)
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	Student's application to: <a href="http://www.umk.pl/en/cooperation/erasmus/students/application">www.umk.pl/en/cooperation/erasmus/students/application</a> Deadline: June 1 <sup>st</sup>	Student's application to: <a href="http://www.umk.pl/en/cooperation/erasmus/students/application">www.umk.pl/en/cooperation/erasmus/students/application</a> Deadline: November 1 <sup>st</sup>
PL TORUN01: Academic Year (Courses Period)	October 1 <sup>st</sup> – January 31 <sup>st</sup>	February 15 <sup>th</sup> – June 15 <sup>th</sup>

2. The receiving institution will send its decision within: I\_SIENA01 2 weeks, PL\_TORUN01 6 weeks.



3. A Transcript of Records will be issued by the receiving institution no later than 30 days 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

*It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, 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. The termination clauses must include the following disclaimer: "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	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.	

## **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
I Siena01	International Relations Office, Incoming students: incoming@unisi.it Tel: +390577232158 / 2025 /2496 Fax: +390577232392	<a href="http://en.unisi.it/international/general-information-students/entry-visa-and-temporary-residency-permit">http://en.unisi.it/international/general-information-students/entry-visa-and-temporary-residency-permit</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 6114928	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A1">www.umk.pl/en/cooperation/guide/issues/#A1</a> Polish Ministry of Foreign Affairs <a href="http://www.msz.gov.pl/en/travel_to_poland/">www.msz.gov.pl/en/travel_to_poland/</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</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
I SIENA01	International Relations Office, Incoming students: incoming@unisi.it Tel: +390577232158 / 2025 /2496 Fax: +390577232392	<a href="http://www.unisi.it/didattica/usiena-welcome/assicurazioni-gli-studenti">http://www.unisi.it/didattica/usiena-welcome/assicurazioni-gli-studenti</a>
	International Relations	<a href="http://www.unisi.it/didattica/usiena-">http://www.unisi.it/didattica/usiena-</a>



	Office, Outgoing students: erasmus.out@unisi.it Tel: +390577232391 /2026 /2422	welcome/assicurazioni-gli-studenti
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 611 4928	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">www.umk.pl/en/cooperation/guide/issues/#A2</a>

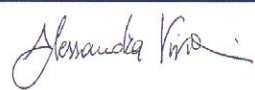

#### **4. Housing**

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</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
I SIENA01	International Relations Office, Incoming students: <a href="mailto:incoming@unisi.it">incoming@unisi.it</a> Tel: +390577232158 / 2025 /2496 Fax: +390577232392	<a href="http://en.unisi.it/international/general-information-students/accommodation">http://en.unisi.it/international/general-information-students/accommodation</a> <a href="http://www.unisi.it/internazionale/international-place/vivere-siena/alloggio">http://www.unisi.it/internazionale/international-place/vivere-siena/alloggio</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 611 4928	<a href="http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation">www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation</a> <a href="http://www.umk.pl/en/cooperation/guide/accommodation/">www.umk.pl/en/cooperation/guide/accommodation/</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)<sup>2</sup>**

<b>Institution</b> [Erasmus code]	<b>Name, function</b>	<b>Date</b>	<b>Signature<sup>3</sup></b>
I SIENA01	Prof. Alessandra Vivani Vice-rector for the International Relations	24/1/14	
PL TORUN01	Prof. Roman Bäcker Dean of the Faculty of Political Science and International Studies	27/1/14	

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<sup>2</sup> At PL TORUN01, single-subject agreements are signed by the Dean of relevant faculty, while multi-subject agreements by the Vice-rector for Education.

<sup>3</sup> Scanned signatures are accepted.