

Erasmus+ Programme Programme Erasmus +
Key Action 1 Action clé 1
Mobility for learners and staff Mobilité des apprenants et des personnels
Higher Education Student and Staff Mobility Etudiants et personnels de l'enseignement supérieur
Inter-institutional¹ agreement 2014-20[21]² Accord inter-institutionnel 2014-2020[21]
between programme countries entre pays participant au programme
Minimum requirements³ Minimum requis

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Université de Pau et des Pays de l'Adour – UPPA Institutional contacts	F PAU01	Head of the International Office Erasmus agreements Marielle Peyret marielle.peyret@univ-pau.fr Tel : +33 (0)5 59 40 70 59 Erasmus Institutional Coordinator Pascale Peyraga erasmus-coordinator@univ-pau.fr Outgoing Erasmus students Sonia Turquet outgoing-students@univ-pau.fr Tel : +33 (0)5 59 40 70 56 Fax : +33 (0)5 59 40 70 03 Incoming Erasmus students Céline Lescaut incoming-students@univ-pau.fr Tel : +33 (0)5 59 40 70 55 Fax : +33 (0)5 59 40 70 03 Direction des Relations internationales Avenue de l'Université - BP 576, 64012 PAU CEDEX, France	Web Site http://ri.univ-pau.fr/ Mobility Programmes : http://ri.univ-pau.fr/live/exchange_programmes Course catalogue : http://ri.univ-pau.fr/live/course_catalogue Integration aids : http://ri.univ-pau.fr/live/helping_you_settle_in Learning French: http://ri.univ-pau.fr/live/learning_french
UPPA – Academic contact	F PAU01	Academic coordinator (0232) Caroline Fischer	

¹ Inter-institutional agreements can be signed by two or more higher education institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates

		<p>caroline.fischer@univ-pau.fr Tél. : 05.59.40.73.46 UFR Lettres, Langues et Sciences Humaines – Département de Lettres modernes Avenue du Doyen Poplawski - 64013 - PAU CEDEX</p>	
Institutional contacts	PL TORUN01	<p>International Programme Coordinator: Ewa Derkowska-Rybicka ewader@umk.pl phone/fax: +48 56 611-49-29</p> <p>Responsible for Student Exchange: Małgorzata Grudzińska incoming@erasmus.umk.pl phone +48 56 611-49-28</p> <p>Paulina Gyrkow (Collegium Medicum) erasmus@cm.umk.pl phone +48 52 585-36-91</p> <p>International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246</p>	<p>Web Site www.umk.pl</p> <p>Mobility Programmes : http://www.umk.pl/wspolpraca/europrog/edu/erasmus/</p>
Academic contacts Faculty of Languages Collegium Maius ul. Fosa Staromiejska 3, 87-100 Toruń Tel. (+48 56) 611-35-11, fax 622-66-59	PL TORUN01	<p>Academic coordinator (0232) Faculty Coordinator and French Department Dr Marcin Skibicki skibicki@umk.pl tel. (+48 56) 611-35-71</p>	
Faculty of Chemistry ul. Gagarina 7, 87-100 Toruń Tel. (+48 56) 611-43-02, fax 654-24-77			

B. Mobility numbers⁵ 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	Number of student mobility periods	
					Student Mobility for Studies (total number of months or average duration*)	Student Mobility for Traineeships
F PAU01	PL TORUN01	023	Languages	1 st , 2 nd	18 (2 students x 9 months)	by individual agreement

⁵ Mobility numbers can be given per sending/receiving institutions and per education field* (optional*)
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

PL TORUN01	F PAU01	023	Languages	1 st , 2 nd	18 (2 students x 9 months)	by individual agreement
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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*)	Staff Mobility for Training*
F PAU01	PL TORUN01	023	Languages	10 (2 teachers x 5 days)	Upon individual request
PL TORUN01	F PAU01	023	Languages	10 (2 teachers x 5 days)	Upon individual request

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 ⁶	
				Student Mobility for Studies	Staff Mobility for Teaching
F PAU01	023	French*	English/Spanish** German	B2 recommended B1 accepted	B2
PL TORUN01	023	FRENCH	Spanish / Arabic	B2 recommended B1 accepted	B2

- F PAU01 : Comments: (*) Erasmus student receive intensive French courses during two orientation weeks before the beginning of the courses of September. Integration aids: http://ri.univ-pau.fr/live/helping_you_settle_in We also offer French regular courses all along the year for the Erasmus students. http://ri.univ-pau.fr/live/learning_french.
- (**) Courses of Spanish or English civilization, literature, arts, offered by the departments of Spanish or English philology.

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

(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).

(Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities).

F PAU01

- Enrolment. Incoming students must enroll for at least 50% of their credits in the field of admission.
- The University of PAU has launched various initiatives and provides several tools for the integration and support of students in the university environment. http://ri.univ-pau.fr/live/helping_you_settle_in
- Information about sporting and cultural activities in the UPPA and in Aquitaine is offered, as well as orientation on life on campus and support in other areas that may be useful during the stay at the UPPA ("International Orientation Weeks"). http://ri.univ-pau.fr/live/course_catalogue/culture_discovery
- The University of Pau has the infrastructure to welcome students and staff with disabilities. <http://sante-etudiant.univ-pau.fr/live/amenagements-etudes>
- Teaching Staff Mobility. A letter of invitation issued by an authorized UPPA contact person is required prior to implementing Teaching Staff Mobility. The certificate of mobility must be signed at the IRO by the institutional Erasmus coordinator.

E. Calendar

⁶ 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>

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

Receiving institution (Erasmus code)	Autumn term* (month)	Spring term* (month)
F PAU01	1 st June	15th November
PL TORUN01	1st of JUNE	1st of NOVEMBER

(* 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 5 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
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

Université de Pau et des Pays de l'Adour – UPPA (F PAU01) : http://ri.univ-pau.fr/live/validation_mobility

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 :

Institution (Erasmus code)	Contact details (email, phone)	Website for information
F PAU01	Céline Lescaut incoming-students@univ-pau.fr Tel : +33 (0)5 59 40 70 55	http://ri.univ-pau.fr/live/practical_information/visa_residence_permit http://ri.univ-pau.fr/live/digitalAssets/121/121704_Guide_International.pdf
PL TORUN01	Ms Malgorzata GRUDZIŃSKA International Programmes Officer incoming@erasmus.umk.pl tel +48 56 611 4928	http://www.umk.pl/en/cooperation/erasmus/students/application/

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
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F PAU01	Céline Lescaut incoming-students@univ-pau.fr Tel : +33 (0)5 59 40 70 55	http://ri.univ-pau.fr/live/practical_information/insurance http://ri.univ-pau.fr/live/digitalAssets/121/121704_Guide_International.pdf
PL TORUN01	Ms Małgorzata GRUDZIŃSKA International Programmes Officer incoming@erasmus.umk.pl tel +48 56 611 4928	http://www.umk.pl/en/cooperation/erasmus/students/application/



4. Housing

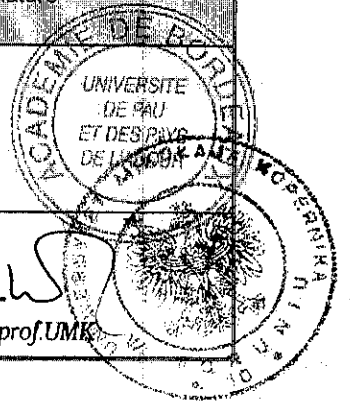
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution (Erasmus code)	Contact details (email, phone)	Website for information
F PAU01	International students accommodation: Ms. Céline Lescaut incoming-students@univ-pau.fr Tel : +33 (0)5 59 40 70 55	http://ri.univ-pau.fr/live/exchange_programmes/erasmus/accommodation http://ri.univ-pau.fr/live/digitalAssets/121/121704_Guide_International.pdf
PL TORUN01	Ms Małgorzata GRUDZIŃSKA International Programmes Officer incoming@erasmus.umk.pl tel +48 56 611 4928	http://www.umk.pl/en/cooperation/erasmus/students/application/

G. Signatures of the institutions (legal representatives)

Institution (Erasmus code)	Name, function	Date	Signature ⁷
UPPA F PAU01	Mohamed AMARA Président de l'Université	07/02/2014	
PL TORUN01	Prof. Adam Bednarek DEAN FACULTY OF LANGUAGES	11/02/2014	DZIEKAN  Dr hab. Adam Bednarek, prof.UMK



⁷ Scanned signatures are accepted