



Erasmus+ Programme

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

Inter-institutional agreement 2014/15-2020/2021 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)
Universidad de Navarra	E PAMPLON 01	Institutional coordinator: Anne Cassidy annecassidy@unav.es +34 948 425600 Ext. 802181 International Relations Coordinator: Cristina Pérez Guembe cpguembe@unav.es + 34 948 425600 Ext. 802563	www.unav.edu/fcom http://www.unav.edu/web/facultad-de-comunicacion/oferta-docente/asignaturas/
Nicolaus Copernicus University	PL TORUN 01	Ewa Derkowska-Rybicka (ewader@umk.pl), Małgorzata Grudzińska (kania@umk.pl) – incoming students Marta Wiśniewska (mawi@umk.pl), Ewa Tajchert (erasmus@cm.umk.pl), Marta Słomińska (martaslo@umk.pl) – outgoing students	

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland Tel.: 0048 56 6114929	
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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	Stud y cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
E PAMPLON 01	PL TORUN 01	32 ERA 15.0	Communication Sciences	1st		
PL TORUN 01	E PAMPLON 01	32 ERA 15.0	Communication Sciences	1st		

* 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	Staff Mobility for Training *
E PAMPLON 01	PL TORUN 01	32 ERA 15.0	Communication Sciences	5 days (1 person x 5 days, 8 hrs)	
PL TORUN 01	E PAMPLON 01	32 ERA 15.0	Communication Sciences	5 days (1 person x 5 days, 8 hrs)	

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 ²	
				Student Mobility for Studies	Staff Mobility for Teaching
E PAMPLON 01		Spanish*	English	B2	B2
PL TORUN 01		Polish	English	B2	B2

*Special Spanish intensive courses take place for exchange students in the summer. It is also possible to join regular Spanish courses during the academic year. Dates and fees for the following year are published in Spring www.unav.es/centro/ilce.

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

E PAMPLON 01: All buildings are wheelchair accessible and have lifts. The Vice rector of Students works closely with faculties and professors to ensure that any students with disabilities receive the necessary support the need in order to carry out their studies at this university.

PL TORUN 01:

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E PAMPLON 01	1 st May	31 st October
PL TORUN 01	1st of JUNE	1st of NOVEMBER

² 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>

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

2. The receiving institution will send its decision within 8 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.
4. Termination of the agreement

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

E PAMPLON 01:

A+	10	Excellent
A	9-9,9	Very Good
B	7-8,9	Good
C	6-6,9	Satisfactory
D	5-5,9	Pass
F	0-4,9	Fail

PL TORUN 01:

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	Very Good
4,5	B	Better than good
4	C	Good
3,5	D	Better than satisfactory
3	E	Satisfactory
2	F	Unsatisfactory / 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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E PAMPLON 01	International Office, Edificio Central relint@unav.es +34 948 42 56 00 Ext. 802181	http://www.unav.edu/web/estudios/programa-internacional/alumnos-internacionales/immigration-procedures
PL TORUN 01	Ms Malgorzata GRUDZIŃSKA International Programmes Officer incoming@erasmus.umk.pl	http://www.umk.pl/en/cooperation/erasmus/students/application/

	tel +48 56 611 4928	
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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
E PAMPLON 01	International Office, Edificio Central relint@unav.es +34 948 42 56 00 Ext. 802181	http://www.unav.edu/web/estudios/programa-internacional/alumnos-internacionales/immigration-procedures
PL TORUN 01	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

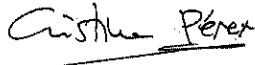



The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E PAMPLON 01	The housing office provides information on available accommodation. alojamiento@unav.es +34 948425614 ext. 802974	http://www.unav.edu/web/admision-y-ayudas/alojamiento/tipos
PL TORUN 01	Ms Małgorzata GRUDZIŃSKA International	http://www.umk.pl/en/cooperation/erasmus/students/application/

	Programmes Officer incoming@erasmus.umk.pl tel +48 56 611 4928	
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
E PAMPLON 01	Cristina Pérez Guembe International Relations Coordinator, School of Communication	31.1.2014	 
PL TORUN 01	Prof. Adam Bednarek Dean Faculty of Languages	14 LUT. 2014	<p>DZIEKAN</p>  dr hab. Adam Bednarek, prof UMK 

³ Scanned signatures are accepted