



**Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional agreement 2014-20
between programme countries
[Minimum requirements]¹**

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 details² (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDAD DE CASTILLA- LA MANCHA	E CIUDA-R01	<p>International Office- Ciudad Real ori.cr@uclm.es Tel: +34 926 295321 Academic contact: Prof. Teodoro Manrique Antón Facultad de Letras Teodoro.Manrique@uclm.es Professor responsible for the mobility: Departamento de Geografía y Ordenación del Territorio Angel Raúl Ruiz Pulpón. Avda. Camilo José Cela s/n. Facultad de Letras. 13071 CIUDAD REAL (SPAIN). Fax: +34926295312 Telephone +34926295300 ext.3170 Angelraul.ruiz@uclm.es María del Carmen Cañizares Ruiz. Avda. Camilo José Cela s/n. Facultad de Letras. 13071 CIUDAD REAL (SPAIN). Fax: +34926295312 Telephone +34926295300 ext.3169 MCarmen.Canizares@uclm.es</p>	<p>http://www.uclm.es/estudios/catalogo/en/grado.aspx</p>
<p>Uniwersytet Mikołaja Kopernika w Toruniu <i>(Nicolaus Copernicus University in Toruń)</i></p>	PL TORUN01	<p>International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246 Ewa Derkowska-Rybicka (ewader@umk.pl) – Erasmus Institutional Coordinator (STA , STT) Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students; placements Marta Wiśniewska (mawi@umk.pl), Marta Błaszczyk (martaslo@umk.pl) - outgoing students; placements <i>Faculty coordinator:</i> Dr Przemysław Charzyński pecha@umk.pl</p>	<p>https://sites.google.com/site/charzynskiprzemyslaw/</p>

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.



B. Mobility numbers³ 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
E CIUDA-R01	PL TORUN 01		Geography	1 st	9 (18)	
PL TORUN 01	E CIUDA-R01		Geography	1 st	5 (20)	

[*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 [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
E CIUDA-R01	PL TORUN 01		Geography	30	
PL TORUN 01	E CIUDA-R01		Geography	30	

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:

³ 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>)



Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E CIUDA-R01		Spanish		B1	B2
PL TORUN01		Polish	English	B1	B2

* Teaching language at the UCLM is Spanish, if you are not fluent in Spanish, please contact academic coordinator for more information regarding this matter. In light of recent issues, we'd also like to point out that we do not require language certificates from our future incomings, but we do expect them to be able to follow lectures and administrative procedures. In their interest, please make sure they have a **B1** level of Spanish or at least they are **fluent** in English in order to help you get started in Ciudad Real.

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 and/or staff]

Universidad de Castilla – La Mancha has infrastructure to welcome students and staff with disabilities, more information at: <http://www.uclm.es/english/international.asp?op=7>

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 CIUDA-R01	June 15	November 30
PL TORUN01	June, 1st	November, 1st

[* 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
[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

⁴ 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. Grading systems of the institutions

Universidad de Castilla – La Mancha: <http://www.uclm.es/english/ects.asp>

Spanish grading system, in a scale from 0 to 10, approval mark is 5.

2 - ECTS Grades

9-10	Excellent
8-8.9	Very good
6.5-7.9	Good
5-6.4	Sufficient
0 to 4.9	Fail

The ECTS grading scale is based on the assessment, expressing the student's enrolled in the last three years of the same group of students).

Hence there is no direct fixed correspondence between the ECTS grade and the local grade. percentile of a student in a given performance relatively to other students curricular unit/course (or in a significant

Hence there is no direct fixed correspondence between the ECTS grade and the local grade.

ECTS Grade	% of students who have achieved this grade/	Definition (only for failing grades)/
A	10%	
B	25%	
C	30%	
D	25%	
E	10%	
F		FAIL - some more work required before the credit can be awarded
FX		FAIL - considerable further work is required

PL TORUN01

Nicolaus Copernicus University	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.	

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.

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 CIUDA-R01	ori.cr@uclm.es	http://www.uclm.es/english/international.asp?op=4 http://ec.europa.eu/social/main.jsp?catId=559
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl	http://www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/



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:

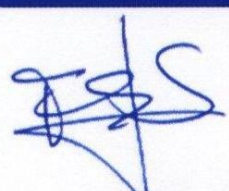

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E CIUDA-R01	ori.cr@uclm.es	http://www.uclm.es/english/international.asp?op=6
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl	http://www.umk.pl/en/cooperation/guide/issues/#A2

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
E CIUDA-R01	ori.cr@uclm.es	http://www.uclm.es/ori/estudiantes_internacionales/guia.asp#alojamiento ESN UCLM Ciudad Real
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl	http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation http://www.umk.pl/en/cooperation/guide/accommodation/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
E CIUDA-R01	Fátima Guadamillas Gomez Vice President for Academic Affairs and International Programs	04/02/2014	
PL TORUN01	Prof. dr hab. Wojciech Wysota Dean of Faculty of Earth Sciences Nicolaus Copernicus University	04/02/2014	 DZIEKAN prof. dr hab. Wojciech Wysota

⁵ Scanned signatures are accepted

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