



Erasmus+ Programme

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

Inter-institutional agreement 2014/15-2020/21 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)
Akadémia umení v Banskej Bystrici ACADEMY OF ARTS IN BANSKA BYSTRICA	SK BANSKA02	PaedDr. Peter Vítko International Relations Co-ordinator Ul. Jána Kollára 22, 974 01 Banská Bystrica (Slovakia) Tel. (+421) 48 4320 116 vitko@aku.sk	http://www.aku.sk
Department		Departmental coordinator: Roman Schwartz Faculty of Fine Arts Erasmus tel: +421 48 4320 116, fax: +421 48 4320 109 r.schwartz@aku.sk
Uniwersytet Mikołaja Kopernika w Toruniu (Nicolaus Copernicus University in Toruń)	PL TORUN01	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 Błaszczuk (martaslo@umk.pl) - outgoing students; placements	ERASMUS incoming information: http://www.umk.pl/en/cooperation/erasmus/ Lecture catalogue: http://www.umk.pl/en/cooperation/erasmus/students/study/ Semester dates: http://www.umk.pl/en/cooperation/guide/calendar/
		Collegium Medicum in Bydgoszcz (medical sciences): International Programmes Department	http://www.cm.umk.pl/en/

		ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91 Paulina Gyrkow e-mail: erasmus@cm.umk.pl	
Faculty of Fine Arts, UMK Toruń Poland ul.Sienkiewicza 30/32 87-100 Toruń	PL TORUN01	dr Małgorzata Jankowska mj@umk.pl; +48 611 38 11	

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.

Student Mobility (SMS)

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]
SK BANSKA 02	PL TORUN01	0213	Fine Arts (painting, graphic)	1 st , 2 nd	3 students * 4 months = 12 months
PL TORUN01	SK BANSKA 02	0213	Fine Arts (painting, graphic)	1 st , 2 nd	12=(3x4)

[*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.]

Staff Mobility (STA and STT)

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 *	
				[total number of days of teaching periods or average duration *]	
SK BANSKA 02	PL TORUN01	0213	Fine Arts (painting, graphic)	2 persons * 1 week, min. 8h/week	1 person * 1 week, min. 20h/week
PL TORUN01	SK BANSKA 02	0213	Fine Arts (painting, graphic)	1 (1x5)	To be confirmed

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 ¹	
				Student Mobility for Studies Minimum recommended level: B1	Staff Mobility for Teaching Minimum recommended level: B2
SK BANSKA02	0213	Slovak	English	B1 (English)	B2 (English)
PL TORUN01	0213	Polish	English	CEFR: B1/B2, TOEFL: 60 IBT	CEFR: B2, TOEFL: 80

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

SK BANSKA02:

The **Academy of Arts** in Banská Bystrica may request other requirements (like student artistic portfolio, motivation letter, list of experiences in the study area) depending on the subjects which students choose to study at the Academy. The students will be informed about these additional requirements by e-mail after he or she informs Academy of Art's department or institutional coordinator about the subjects he or she wants to study. Academy of Arts have infrastructure for people with disabilities.

PL TORUN01:

The list of Erasmus coordinators at NCU is available at
<http://www.umk.pl/en/cooperation/erasmus/coordinators/>

- 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:
<http://www.umk.pl/en/cooperation/erasmus/students/disabled/>

Contact:

International Programmes Office in Toruń, +48 56 6114928 incoming@erasmus.umk.pl
International Programmes Department in Bydgoszcz, +48 52 5853691 erasmus@cm.umk.pl

Additional information on medical care at NCU in Toruń is available at
<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

¹ 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>

- 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. Information on nominated students and their applications must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SK BANSKA02	Applications: 15 July (deadline) Starting lessons: 1 st October-31 st January	Applications: 20 December (deadline) Starting lessons: Mid-February to 30 th June
PL TORUN01	June, 1st	November, 1st

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

PL TORUN01:

Partner institutions should send their nominations by email (pls. give student's first and family name, e-mail, area of studies and semester of Erasmus scholarship).

Students should apply according to the procedure given on <http://www.umk.pl/en/cooperation/erasmus/students/application>

The online application should be submitted by the students by the **1st of June** or **1st of November**.

The receiving institution will send its decision within 6 weeks.

Transcript of Records

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.

Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. 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

SK BANSKA02

For Academy of Arts we use **Credit system** based on the following criteria:

The standard load of the student for the entire academic year is 1800 working hours which translate to 60 credits. For one term (semester) it is 30 credits. The grading system we use is on a scale of A-Fx:

- A (excellent) = 1 (able achievements)
- B (very good) = 1,5 (above-average achievements)
- C (good) = 2 (average achievements)
- D (laudable) = 2,5 (acceptable achievements)
- E (satisfactory) = 3 (achievements fulfil only the minimum criteria)
- Fx (unsatisfactory) = 4 (achievements do not fulfil even the minimum criteria)

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	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
SK BANSKA02	Departmental coordinator Tel.: (+421) 48 4320 508 r.schwartz@aku.sk	http://www.aku.sk
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
SK BANSKA02	Departmental coordinator Tel.: (+421) 48 4320 508 r.schwartz@aku.sk	http://www.aku.sk
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	http://www.umk.pl/en/cooperation/guide/issues/#A2

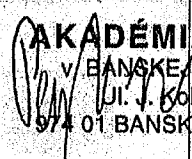
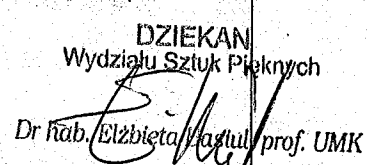
4. Housing

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
SK BANSKA02	Departmental coordinator Tel.: (+421) 48 4320 508 r.schwartz@aku.sk Director of Students house -Mgr.Stareková sdomov@aku.sk	The more information can be found on the web page http://www.aku.sk/sluzby/ubytovanie.html
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	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 ²
SK BANSKA02	PaedDr. Peter Vítko – Vice – rector	21/01/2014	 AKADÉMIA UMN v BANSKEJ BYSTRICI Dr. J. Kollára 22 974 01 BANSKÁ BYSTRICA
PL TORUN01	dr hab. Elżbieta Basiul, prof. UMK/ Dean Faculty of Fine of Fine Arts UMK Toruń, Poland	14/01/2014	 DZIEKAN Wydziału Sztuk Pięknych Dr hab. Elżbieta Basiul / prof. UMK

* At PL TORUN01 single-subject agreements are signed by the dean of the respected faculty, while multi-subject agreements by the Vice-rector for Education.

² Scanned signatures are accepted