



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021 between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
Universitat Jaume I (UJI)	E CASTELLO1	Departmental Coordinator: Mrs. Teresa Blasco Izquierdo E-mail: blascot@uji.es tel.: +34 964 729 075	http://www.uji.es , http://lleu.uji.es http://www.bachelorsdegrees.uji.es

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

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<p>Oficina de Relacions Internacionals</p> <p>Av.Sos Baynat s/n</p> <p>12071 Castelló de la Plana</p> <p>Agreements:</p> <p>ecastell01@uji.es</p> <p>incoming@uji.es</p> <p>outgoing students from UJI: intercanviat@uji.es</p> <p>Tel: +34 964 387077</p>	
<p>Uniwersytet Mikołaja Kopernika w Toruniu (Nicolaus Copernicus University in Toruń)</p> <p>PL TORUN01</p>	<p>PL TORUN01</p>	<p>Ewa Derkowska-Rybicka</p> <p>- Head of the IPO International Programmes Office, Nicolaus Copernicus University,</p> <p>ul. Gagarina 11, 87-100 Torun, Poland; tel/fax. +48 56 6114229, tel. +4856 6114928</p> <p>ewader@umk.pl</p> <p>Dr hab. Wojciech KUJAWSKI, prof. UMK – Faculty Coordinator (Vice Dean)</p> <p>Faculty of Chemistry NCU; ul. Gagarina 7, 87-100 Torun, Poland</p> <p>phone: +48.56 611.43.15; fax: +48.56 654.24.77</p> <p>kujawski@chem.umk.pl</p>	<p>http://www.umk.pl/en/cooperation/erasmus/</p>
[...]			

B. Mobility numbers⁴ 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 students and total months of the study periods]	Student Mobility for Traineeships *
E CASTELL01	PL TORUN01	442	Chemistry	1st	2x5	0
PL TORUN01	E CASTELL01	442	Chemistry	1st	2x5	0

[+ Master and PhD level agreements are dealt with separately from the 1st cycle agreements at Universitat Jaume I, due to the very specific requirements and characteristics of our Master programmes. However incoming students of Master level can be accepted in E CASTELL01 in year 4 of our 1st cycle and outgoing students can study in the 2nd cycle of short degrees of our partner universities.]

[*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 CASTELL01	PL TORUN01	442	Chemistry	1 x 5 days	0

⁴ 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	E CASTELL01	442	Chemistry	1 x 5 days	0

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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E CASTELL01	442	Spanish	Catalan 18% English 6%	B1	B2
PL TORUN01	442	Polish	Polish/English	B2 <i>recommended</i>	B2/C1

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 CASTELL01: There is a service, USE, which helps students with disabilities with the academic integration. <http://www.uji.es/ES/serveis/use/enee/pad.html> All facilities on campus, including the residence are accessible for wheelchairs.

PL TORUN01:

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

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.

- 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.

⁵ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europa.europa.eu/en/resources/european-language-levels-cefr>

- 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

- 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

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E CASTELL01	February 1 - June 15	September 1 st - November 15
PL TORUN01	June, 1st	November, 1st

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

- The receiving institution will send its decision within 3 weeks.
- 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]*
- 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

E CASTELLO1: <http://www.uji.es/bin/serveis/otci/incoming/brief.pdf>

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
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E CASTELL01	incoming@uji.es	www.incoming.uji.es
PL TORUN01	incoming@erasmus.umk.pl (+48 56 611 4928)	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 CASTELLO 1	incoming@uji.es	www.incoming.uji.es
PL TORUN01	incoming@erasmus.umk.pl (+48 56 611 4928)	http://www.umk.pl/en/cooperation/guide/issues/#A1





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 CASTELL01	incoming@uji.es	http://www.uji.es/servis/otci/prog/aloja.html
PL TORUN01	incoming@erasmus.umk.pl (+48 56 611 4928)	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 ⁶
E CASTELL01	Inmaculada Fortanet Gómez, Vicerector of International Relations and Cooperation, by delegation of signature(26/06/2012) by the Rector	5/3/2014	 
PL TORUN01	Prof. dr hab. Edward Sztyk Dean of the Faculty of Chemistry		 DZIEKAN  prof. dr hab. Edward Sztyk

⁶ Scanned signatures are accepted