



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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)
Uniwersytet Mikołaja Kopernika w Toruniu (Nicolaus Copernicus University in Toruń)	PL TORUN01	<i>Institutional Coordinator:</i> Ewa Derkowska-Rybicka (head) ewader@umk.pl Małgorzata Grudzińska (incoming students, placements) incoming@erasmus.umk.pl T.: +48 56 611 4928 +48 56 611 2246	ERASMUS incoming information: www.umk.pl/en/cooperation/erasmus/ Lecture catalogue: www.umk.pl/en/cooperation/erasmus/students/study/ Semester dates: www.umk.pl/en/cooperation/guide/calendar/
		<i>Departmental Coordinator:</i> Prof. Dariusz Góra-Szopiński chopin@umk.pl T.: +48 56 611 2120	Courses in foreign languages: www.wpism.umk.pl/index.php/international/courses-in-foreign-languages

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

Università degli Studi di Bari ALDO MORO	I BARI01	<i>Institutional Coordinator:</i> Francesco Tritto International Office francesco.tritto@uniba.it T +39 080 5714516	http://uniba.llpmanager.it/Incoming/menu_iniziale.asp
		<i>Departmental Coordinator:</i> Prof. Roberta Pace Roberta.pace@uniba.it T.: +39.080.5717110	http://www.uniba.it/ricerca/dipartimenti

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*	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*
PL TORUN01	I BARI01	0312	Political sciences and civics	1st, 2nd, 3 rd	2 x 6 = 12	1
I BARI01	PL TORUN01	0312	Political sciences and civics	1st, 2nd, 3 rd	2 x 6 = 12	1

[*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*

PL TORUN01	I BARIO1	0312	Political sciences and civics	1 x 7 = 7	1 x 7 = 7
I BARIO1	PL TORUN01	0312	Political sciences and civics	1 x 7 = 7	1 x 7 = 7

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 Minimum recommended level: B1	Staff Mobility for Teaching Minimum recommended level: B2
PL TORUN01		Polish	English	B2 for English	B2
I BARIO1		Italian		B1	B2

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

The University of Bari:

Special Needs Sector

The so-called "Settore disabilità" (diversabili@ateneo.uniba.it) offers hospitality to students with disabilities in order to facilitate their academic career.

Services offered: senior students, specialized tutoring, information in accessible formats, guarantee of data privacy, technical equipment and specific computer backup, LIS interpreting (legal interpreting services), dedicated urban transport.

²For 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>

PL TORUN01:

- 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. The list of Erasmus coordinators at NCU is available at www.umk.pl/en/cooperation/erasmus/coordinators/
- 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.
- 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: www.umk.pl/en/cooperation/erasmus/students/disabled/
Contact: International Programmes Office, +48 56 6114928, incoming@erasmus.umk.pl
- Additional information on medical care at NCU in Toruń is available at 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

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term* [month]
PL TORUN01	June 1 st	November 1 st
I BARI01	May, 20 th	November, 20 th

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, given that the transcript form and all relevant course work documents have been submitted by the student.
4. 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

I BARIO1:

Italian Grades	ECTS Grades	Predicate
30 - 30 lode	A	EXCELLENT
28-29	B	VERY GOOD
25-26-27	C	GOOD
21-22-23-24	D	SATISFACTORY
18-19-20	E	SUFFICIENT
UNDER 18	F	FAILED

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	Predicate
5	A	Excellent
4,5	B	Very Good
4	C	Good
3,5	D	Satisfactory
3	E	Sufficient
2	F	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
PL TORUN01	incoming@erasmus.umk.pl Tel. +48 56 6114928	www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/
I BARI01	erasmus@uniba.it	http://uniba.it/pmanager.it/Incoming/menu_iniziale.asp

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
PL TORUN01	incoming@erasmus.umk.pl Tel. +48 56 611 4928	www.umk.pl/en/cooperation/guide/issues/#A2
I BARI01	erasmus@uniba.it	http://uniba.it/pmanager.it/Incoming/menu_iniziale.asp

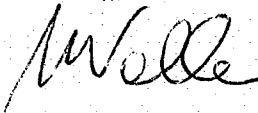
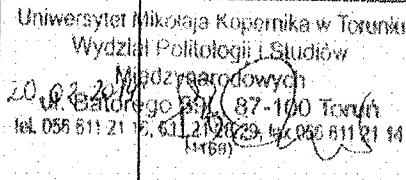
4. Housing

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
PL TORUN01	incoming@erasmus.umk.pl Tel. +48 56 611 4928	www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation www.umk.pl/en/cooperation/guide/accommodation/
I BARI01	erasmus@uniba.it	http://uniba.it/pmanager.it/Incoming/menu_iniziale.asp

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
I BARI01	Marisa A. Valleri Vice Rector for Erasmus+	28/02/14	
PL TORUN01	Roman Bäcker Dean of the Faculty of Political Science and International Studies	20.02.2014	 <p>Uniwersytet Mikołaja Kopernika w Toruniu Wydział Politologii i Studiów Międzynarodowych ul. Gagarina 87-100 Toruń tel. 056 811 21 15, 611 21 28 29, fax 056 811 21 14 (1469)</p>

³ Scanned signatures are accepted.