

## 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

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.

1) Dr. phil. Christoph Diéhl  
2) christoph.diehl  
@rwth-aachen.de

### 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)
RWTH Aachen University	D AACHEN01	Departmental coordinator: <del>Dr. phil. Joachim Bromand</del> 1) Philosophisches Institut Eilfschornsteinstr. 16 D- 52062 Aachen Tel.: +49 214 80 96 000 Email: <del>joachim.bromand@phil.rwth-aachen.de</del> 2)	<del>http://www.philosophie.rwth-aachen.de/lehre/lehre.html</del>  course catalogue:  <del>http://www.philosophie.rwth-aachen.de/lehre/lehre.html</del>
		Administrative coordinator: Claudia Hanke, M.A. ERASMUS co-ordinator International Office of RWTH Aachen University Templergraben 57 D – 52062 Aachen Tel.: ++49 241 80 90684 / Fax: ++49 241 80 92662 email: <del>claudia.hanke@iio.rwth-aachen.de</del>	
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 (e.derkowska@iio.umk.pl) – Erasmus	ERASMUS Incoming information: <del>http://www.umk.pl/umk/umk.pl</del> LECTURE CATALOGUE: <del>http://www.umk.pl/umk/umk.pl</del> Semester dates:

		Institutional Coordinator (STA, STT) <b>Małgorzata Grudzińska</b> (incoming@erasmus.umk.pl) - incoming students; placements <b>Marta Wiśniewska</b> (...), <b>Marta</b> <b>Błaszczuk</b> (...) - outgoing students; placements	<a href="http://www.umk.pl/en/erasmus/erasmus-pl/2019-2020">http://www.umk.pl/en/erasmus/erasmus-pl/2019-2020</a>
		Collegium Medicum in Bydgoszcz (medical sciences); International Programmes Department ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91 <b>Paulina Gyrkow</b> e-mail: p.gyrkow@poczta.umk.pl	<a href="mailto:p.gyrkow@poczta.umk.pl">p.gyrkow@poczta.umk.pl</a>
Faculty of Humanities	<b>PL TORUN01</b>	<i>Faculty coordinator:</i> Prof. Zbigniew Nerczuk Faculty of Humanities Erasmus Co-ordinator Fosa Staromiejska 1a 87-100 Toruń Poland Tel. (+48) 56 611 36 23 Fax. (+ 48) 56-611-36-32	<a href="http://www.umk.pl/en/erasmus/erasmus-pl/2019-2020">http://www.umk.pl/en/erasmus/erasmus-pl/2019-2020</a>

#### 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 sending institution]	TO [Erasmus code of receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Student Mobility for Studies	
					Total number of students	Months per student*
D AACHEN01	PL TORUN01	220	Philosophy	<del>X</del> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	3	6
PL TORUN01	DAACHEN0 1	220	Philosophy	<del>X</del> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	3	6

FROM	TO	Subject	Subject area name	Number of staff mobility periods
------	----	---------	-------------------	----------------------------------

[Erasmus code of sending institution]	[Erasmus code of receiving institution]	area code * [ISCED]	*	Staff Mobility for Teaching  <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
D AACHEN01	PL TORUN01	220	Philosophy	1 x (1-2 weeks, 5 hours per week)	
PL TORUN01	D AACHEN01	220	Philosophy	1 x (1-2 weeks, 8 hours per week)	

### 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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D AACHEN01	220	German		B1 Exchange students who only undertake project work (and do not visit taught courses) might be permitted to write their report or thesis in English. Whether they are permitted to do so should be clarified with their supervising professor at RWTH Aachen University before their arrival in Aachen	Although the language of instruction is generally German, for the Teaching Staff Mobility the language of instruction might also be a C1 – C2 level of English.
PL TORUN01		Polish	English	B2	B2

**D. Additional requirements**

Applies to	Additional Requirements at RWTH Aachen University
SMS	Incoming Exchange Students are required to attend the Orientation Days
Applies to	Additional Requirements at
SMS	

**Infrastructure to welcome students and staff with disabilities**

Contact	Information
<p>Antonia Vietz, M.A.  <a href="mailto:Antonia.Vietz@zsh.rwth-aachen.de">Antonia.Vietz@zsh.rwth-aachen.de</a></p>	<p>Studies at RWTH Aachen University should be unrestricted for every person. The university is particularly responsive to the special needs of students with disabilities or chronic illnesses. From accessible access to lecture halls and institutions to relaxation rooms and competent, individual advising. Further information is available at <a href="http://www.rwth-aachen.de/en/studies/academic-services/academic-services-for-students-with-disabilities/">www.rwth-aachen.de/en/studies/academic-services/academic-services-for-students-with-disabilities/</a></p>
PL TORUN01	XXX

**2. Information for nominated incoming students**

<b>Information on decision on behalf of the receiving institution:</b>
For RWTH Aachen University: The decision will be sent out within approximately 4 weeks after the application deadlines.
For PL TORUN01: The decision will be sent out within approximately X weeks after the application deadlines.

**3. Transcript of Records**

<b>Transcript of Records will be issued by the receiving institution by:</b>
For RWTH Aachen University: After the students have completed their last exam/ examination requirements (e.g. term paper), the transcript of transcript will be issued within approximately 6 weeks.
For PL TORUN01: After the students have completed their last exam/ examination requirements (e.g. term paper), the transcript of transcript will be issued within approximately x weeks.

**3. Termination of the agreement**

In case of 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 of one academic year will only take effect as of 1 September of the following academic year. 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."

PL TORUN01:

#### 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.
- 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-issues>

Contact:

International Programmes Office in Toruń, +48 56 6114928 [international@erasmus.umk.pl](mailto:international@erasmus.umk.pl)

International Programmes Department in Bydgoszcz, +48 52 5853691 [erasmus@icm.umk.pl](mailto:erasmus@icm.umk.pl)

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

[http://www.umk.pl/en/cooperation/ga/ice/issues\\_-AI](http://www.umk.pl/en/cooperation/ga/ice/issues_-AI)

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 [psychology@erasmus.umk.pl](mailto:psychology@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. Application/Information on nominated students must reach the receiving institution by:

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D AACHEN01	31.05.	31.01.
<b>PL TORUN01</b>	June, 1 <sup>st</sup>	November, 1 <sup>st</sup>

#### 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 **1<sup>st</sup> of June** or **1<sup>st</sup> of November**.

2. 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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

Grading System in use at RWTH Aachen University				
1,0 - 1,3	sehr gut	very good	an outstanding achievement	A / B
1,7 - 2,3	Gut	Good	an achievement substantially above average requirements	C
2,7 - 3,3	Befriedigend	satisfactory	an achievement which corresponds to average requirements	D
3,7 - 4,0	Ausreichend	sufficient	an achievement which barely meets the requirements	E
5,0	Mangelhaft	Failed	an achievement which does not meet the requirements	F / FX
Please note that according to the European Grading Scale F / FX requires more/considerable further work before the credit can be awarded and is meant to be an advice for the re-evaluation of the student's project. Please take into account that in Germany the decimal comma is used instead of the decimal point.				
ECTS Credits				
total workload	= 300 credits			
Workload per semester	= 30 credits			
1 credit	= 30 hours workload			

#### 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
D AACHEN01	Antonia Vietz, M.A. <a href="mailto:Antonia.Vietz@uni-aachen.de">Antonia.Vietz@uni-aachen.de</a>	<a href="http://www.uni-aachen.de/~aachen/erasmus/our_students/Erasmus-Info-2014-2017/Internationale-Saenderende/">http://www.uni-aachen.de/~aachen/erasmus/our_students/Erasmus-Info-2014-2017/Internationale-Saenderende/</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. Toruń campus (+48 56 611 4928) <a href="mailto:erasmus@col.umk.pl">erasmus@col.umk.pl</a> Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	<a href="http://www.umk.pl/en/cooperation/guide/iss/25/A2">http://www.umk.pl/en/cooperation/guide/iss/25/A2</a>

## 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
D AACHEN01	Antonia Vietz, M.A. <a href="mailto:Antonia.Vietz@uni-aachen.de">Antonia.Vietz@uni-aachen.de</a> <a href="http://www.uni-aachen.de">www.uni-aachen.de</a>	<a href="http://www.uni-aachen.de/en/cooperation/guide/iss/25/A2">http://www.uni-aachen.de/en/cooperation/guide/iss/25/A2</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. Toruń campus (+48 56 611 4928) <a href="mailto:erasmus@col.umk.pl">erasmus@col.umk.pl</a> Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	<a href="http://www.umk.pl/en/cooperation/guide/iss/25/A2">http://www.umk.pl/en/cooperation/guide/iss/25/A2</a>

## 4. Housing

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

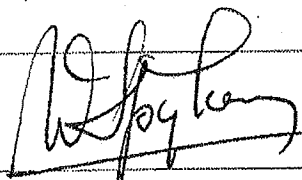
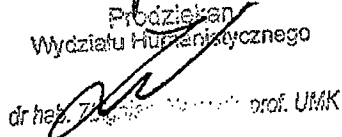
Information and assistance can be provided by the following persons and information sources:



Institution [Erasmus code]	Contact details (email, phone)	Website for information
D AACHEN 01	Antonia Vietz, M.A. Antonia.Vietz@zn.rwth-aachen.de	<a href="http://www.rwth-aachen.de/go/id/bqse/">http://www.rwth-aachen.de/go/id/bqse/</a>
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	<a href="http://www.umk.pl/en/cooperation/erasmus/students/application/Accommodation">http://www.umk.pl/en/cooperation/erasmus/students/application/Accommodation</a> <a href="http://www.umk.pl/en/cooperation/guide/accommodation/">http://www.umk.pl/en/cooperation/guide/accommodation/</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

(Scanned signatures are accepted)

Institution [Erasmus code]	Name, function	Date	Signature
D AACHEN01	Univ.-Prof. Dr. Will Spijkers Dean of the Faculty of Arts and Humanities		
PL TORUN01	Zbigniew Nerczuk, Assoc. Prof. Dr. Vice-Dean of the Faculty of Humanities	3 II 2014	Prodzikan Wydziału Humanistycznego  dr hab. Zbigniew Nerczuk, prof. UMK