



## Erasmus+ Programme

### Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility Inter-institutional agreement 2014-2020 (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.

#### 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)
<b>Université Montesquieu-Bordeaux Iv</b>	<b>F BORDEAU 41</b>	<b>Erasmus Officer</b> Ms Vanessa Chalumeau <a href="mailto:srj3@u-bordeaux4.fr">srj3@u-bordeaux4.fr</a> <a href="mailto:vanessa.chalumeau@u-bordeaux.fr">vanessa.chalumeau@u-bordeaux.fr</a> International Office 16 avenue Léon Duguit - CS 50057 F -33608 Pessac T. : +33 556 84 86 39 F. : +33 556 84 29 02	<a href="http://www.u-bordeaux4.fr/">http://www.u-bordeaux4.fr/</a>  <a href="http://www.u-bordeaux.fr/">http://www.u-bordeaux.fr/</a>  <a href="http://www.u-bordeaux4.fr/international/contacts_DRI/">http://www.u-bordeaux4.fr/international/contacts_DRI/</a>
<b>ESPE d'Aquitaine</b>		160, av de Verdun - BP 90 152 33 705 Mérignac <b>International Office:</b> Mme Camille Horsey <a href="mailto:relations_internationales@espe-aquitaine.fr">relations_internationales@espe-aquitaine.fr</a>	<a href="http://www.espe-aquitaine.fr/">http://www.espe-aquitaine.fr/</a>
<b>NICOLAS COPERNICUS UNIVERSITY</b>	<b>PL TORUN 01</b>	Ewa DERKOWSKA-RYBICKA, <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> – Erasmus Institutional Coordinator International Programmes Office, Nicolaus Copernicus University - ul. Gagarina 11 – 87-100 Torun, Poland Tel/Fax : +48 56 611 4929 Tel : 611 -4928, -2246 dr Andrzej Nieuwazny Faculty of Historical Sciences, <a href="mailto:aen@umk.pl">aen@umk.pl</a>	<a href="https://www.umk.pl/en/">https://www.umk.pl/en/</a>
	<b>I</b>	International Programmes Office, Nicolaus Copernicus University,  ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 - 4928, -2246  <b>Ewa Derkowska-Rybicka</b> ( <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> ) – Erasmus Institutional Coordinator (STA , STT)	ERASMUS incoming information:  <a href="http://www.umk.pl/en/cooperation/erasmus/">http://www.umk.pl/en/cooperation/erasmus/</a>  Lecture catalogue:  <a href="http://www.umk.pl/en/cooperation/erasmus/students/study/">http://www.umk.pl/en/cooperation/erasmus/students/study/</a>

		<p><b>Małgorzata Grudzińska</b> (incoming@erasmus.umk.pl) - incoming students; placements</p> <p><b>Marta Wiśniewska</b> (mawi@umk.pl), <b>Marta Błaszczuk</b> (martaslo@umk.pl) - outgoing students; placements</p>	<p>Semester dates: <a href="http://www.umk.pl/en/cooperation/guide/calendar/">http://www.umk.pl/en/cooperation/guide/calendar/</a></p>
		<p>Collegium Medicum in Bydgoszcz (medical sciences): International Programmes Department ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91</p> <p><b>Paulina Gyrkow</b> e-mail: <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a></p>	<p><a href="http://www.cm.umk.pl/en/">http://www.cm.umk.pl/en/</a></p>

### 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of <b>student</b> mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
<b>F BORDEAU 41</b>	<b>PL TORUN 01</b>	0222(225)	History	1 <sup>st</sup> , 2 <sup>nd</sup>	1X5	Not applicable
		01(1)	Education	1 <sup>st</sup> , 2 <sup>nd</sup>	1X6	Not applicable
<b>PL TORUN 01</b>	<b>F BORDEAU 41</b>	0222(225)	History	1 <sup>st</sup> , 2 <sup>nd</sup>	1X5	Not applicable
		01(1)	Education	1 <sup>st</sup> , 2 <sup>nd</sup>	1X6	Not applicable

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Number of <b>staff</b> mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training*
<b>F BORDEAU 41</b>	<b>PL TORUN 01</b>	0222(225)	History	2*5 (10 days)	
		01(1)	Education	1*5 (5 days)	
<b>PL TORUN 01</b>	<b>F BORDEAU 41</b>	0222(225)	History	2*5 (10 days)	
		01(1)	Education	1*5 (5 days)	

### 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]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>1</sup>	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching
<b>F BORDEAU 41</b>	French		B1 - French	B2 - French
<b>PL TORUN 01</b>	Polish	English	B2	B2

<sup>1</sup> 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>

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#### D. Additional requirements

##### F BORDEAU 41

The university Montesquieu-Bordeaux IV has the Infrastructure to welcome students and staff with some kinds of disabilities. Please contact our incoming officer before nominating any students.  
Disabled People's Service: [http://www.u-bordeaux4.fr/vie\\_de\\_campus/mission\\_handicap/](http://www.u-bordeaux4.fr/vie_de_campus/mission_handicap/)

##### Partenaire:

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/disabled/>

##### Contact:

International Programmes Office in Toruń, +48 56 6114928 [incoming@erasmus.umk.pl](mailto:incoming@erasmus.umk.pl)  
International Programmes Department in Bydgoszcz, +48 52 5853691  
[erasmus@cm.umk.pl](mailto: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](mailto: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]
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<b>F BORDEAU 41</b>	June	November
<b>PL TORUN01</b>	June, 1st	November, 1st

**F BORDEAU 41:** Partner Institutions should send nominations by email to [sri3@u-bordeaux4.fr](mailto:sri3@u-bordeaux4.fr) or [vanessa.chalumeau@u-bordeaux.fr](mailto:vanessa.chalumeau@u-bordeaux.fr)

2. The receiving institutions will send its decisions within 6-8 weeks after deadline.
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.
4. Termination of the agreement

This agreement will be in effect for the full duration of the ERASMUS+ Programme. In case of premature termination, a notice of at least one academic year will 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

**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

### F BORDEAU 41: ECTS grading scale:

ECTS	A	B	C	D	E	FX/F
Oral	17-20	15-16	13-14	12	10-11	0-9
Written	15-17	13-14	12	11	10	0-9
Definition	Excellent	Very good	Good	Satisfactory	Sufficient/Pass	Fail
<b>ECTS credits:</b>						
one semester :	<b>30 ECTS</b>			one full academic year:	<b>60 ECTS</b>	

## 2. Module catalogue

F BORDEAU 41: <http://www.esoe-aquitaine.fr/master-meef>

### 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	Excellent
4,5 - 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.	

### 3. 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
<b>F BORDEAU 41</b>	Ministère des Affaires Etrangères Accueil des étudiants étrangers -  Université de Bordeaux <a href="mailto:sr13@u-bordeaux4.fr">sr13@u-bordeaux4.fr</a> <a href="mailto:vanessa.chalumeau@u-bordeaux.fr">vanessa.chalumeau@u-bordeaux.fr</a>	<a href="http://www.diplomatie.gouv.fr/fr/venir-en-france-22365/">http://www.diplomatie.gouv.fr/fr/venir-en-france-22365/</a>  <a href="http://www.unlv-bordeaux.fr/Etudiants_etrangers.html">http://www.unlv-bordeaux.fr/Etudiants_etrangers.html</a>
<b>PL TORUN01</b>	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. Toruń campus (+48 56 611 4928) <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Tel. Collegium Medicum In Bydgoszcz (+48 52 585 3691)	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A1">http://www.umk.pl/en/cooperation/guide/issues/#A1</a>  Polish Ministry of Foreign Affairs <a href="http://www.msz.gov.pl/en/travel_to_poland/">www.msz.gov.pl/en/travel_to_poland/</a>

### 4. 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
<b>F BORDEAU 41</b>	<b>Contact person:</b> Mlle Vanessa Chalumeau 16, Av. Léon Duguit- CS 50057 33608 Pessac - Cedex - FR Mail : <a href="mailto:sr13@u-bordeaux4.fr">sr13@u-bordeaux4.fr</a> ; <a href="mailto:vanessa.chalumeau@u-bordeaux.fr">vanessa.chalumeau@u-bordeaux.fr</a> Tél. : +33 556 84 86 39 Fax : +33 556 84 29 02	<a href="http://www.u-bordeaux4.fr/digitalAssets/53/53873_GUIDE1_ACCUEIL_INTER_RI_juillet2013w.pdf">http://www.u-bordeaux4.fr/digitalAssets/53/53873_GUIDE1_ACCUEIL_INTER_RI_juillet2013w.pdf</a>  <a href="http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/">http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/</a>
<b>PL TORUN01</b>	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. Toruń campus (+48 56 611 4928)  <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Tel. Collegium Medicum In Bydgoszcz (+48 52 585 3691)	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">http://www.umk.pl/en/cooperation/guide/issues/#A2</a>

## 5. Housing

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

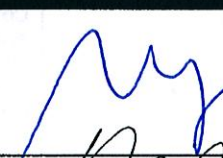

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
<b>F BORDEAU 41</b>	<b>Contact person for housing -incoming students:</b> Mlle Magalle Lopez 16, Av. Léon Duguit- CS 50057 33608 Pessac - Cedex - FR Mail : <a href="mailto:sri1@u-bordeaux4.fr">sri1@u-bordeaux4.fr</a> <a href="mailto:magalle.lopez@u-bordeaux.fr">magalle.lopez@u-bordeaux.fr</a> Tél. : +33 556 84 29 84 Fax : +33 556 84 29 02	<a href="http://www.u-bordeaux4.fr/digitalAssets/53/53873_GUIDE1_ACCUEIL_INTER_RI_jull2013w.pdf">http://www.u-bordeaux4.fr/digitalAssets/53/53873_GUIDE1_ACCUEIL_INTER_RI_jull2013w.pdf</a>  <a href="http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/">http://www.u-bordeaux4.fr/international/etudiants_etrangers/programme_erasmus/</a>
<b>PL TORUN01</b>	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. Toruń campus (+48 56 611 4928)  <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> 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. RIGHTS AND OBLIGATIONS

University Bordeaux I, Bordeaux II and Bordeaux IV are engaged in a merging process. They become University of Bordeaux from 1<sup>st</sup> January 2014 which will take over the legal rights and obligations of the University Bordeaux I, Bordeaux II and Bordeaux IV.

## H. SIGNATURES OF THE INSTITUTIONS (legal representatives or delegates e.g. dean of the faculty)

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
<b>F BORDEAU 41</b>	M. Renaud Russo de CAIA Président de l'Université	17.03.14	
<b>PL TORUN01</b>	Prof. Beata Przyborowska Vice-Rector for Education	05.03.2014	 dr hab. Beata Przyborowska, prof. UMK



<sup>2</sup> Scanned signatures are accepted