



## 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 (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDAD DEL PAÍS VASCO/ EUSKAL HERRIKO UNIBERTSITATEA (UPV/EHU)	E BILBAO01	Marta Barandiaran, Director for International Mobility Edificio Rectorado, Barrio Sarriena s/n – 48940 LEIOA – (BIZKAIA) – SPAIN Phone: +34 94 601 2165 Fax: +34 94 601 3590 <a href="mailto:directora.internacional@ehu.es">directora.internacional@ehu.es</a>  Bilateral Agreements, International Relations Office Vicerrectorado de Proyección Internacional Edificio Ignacio M <sup>a</sup> Barriola – 1 <sup>a</sup> pl. Plaza Elhuyar, 1 // 20018 DONOSTIA-SAN SEBASTIAN (GIPUZKOA) – SPAIN Tel.: +34 943 018136 Fax: +34 943018230: <a href="mailto:agreements.international@ehu.es">agreements.international@ehu.es</a>	<a href="http://www.relaciones-internacionales.ehu.es">http://www.relaciones-internacionales.ehu.es</a>
FACULTY OF ARTS	E BILBAO01	Almudena Mallo, Departamental Coordinator Vice-Dean for International Programmes Paseo de la Universidad, 5 01006 VITORIA-GASTEIZ (SPAIN) Phone: +34 945013615	<a href="http://www.letrak.ehu.es">http://www.letrak.ehu.es</a>

		Fax: +34 945013201 <a href="mailto:letras.internacional@ehu.es">letras.internacional@ehu.es</a>	
<b>NICOLAUS COPERNICUS UNIVERSITY / UNIWERYTET MIKOLAJA KOPERNIKA</b>	<b>PL TORUN01</b>	International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Torun, Poland; tel/fax. +48 56 6114929, tet, 611- 4928-2246 <b>Ewa Dekorska-Rybicka</b> ( <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> ) – Erasmus Institutional  Coordinator (STA,STT) <b>Malgorzata Grudzinska</b> ( <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> ) – incoming students, placements  <b>Marta Wisniewska</b> ( <a href="mailto:Mawi@Umk.Pl">Mawi@Umk.Pl</a> ) <b>Marta Blaszczyk</b> ( <a href="mailto:Martaslo@Umk.Pl">Martaslo@Umk.Pl</a> ) Outgoing Students;Placements  Collegium Medicum In Bydgoszcz (medical sciencies): International Programmes Department Ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz Tel. (52) 585-36-91 <b>Paulina Gyrkow</b> e-mail: <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a>	<a href="http://www.umk.pl/en/">http://www.umk.pl/en/</a>  <a href="http://www.umk.pl/en/cooperatio">http://www.umk.pl/en/cooperatio</a> <a href="http://www.umk.pl/en/cooperatio">n/</a>
<b>DEPARTMENT OF ENGLISH</b>	<b>PL TORUN01</b>	Ariadna Strugielska <a href="mailto:ariadnas@umk.pl">ariadnas@umk.pl</a>	

## B. Mobility numbers<sup>1</sup> 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 student mobility periods	
					Student Mobility for Studies  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
E BILBAO01	PL TORUN01	222	Foreign Languages	1st	2 students x 12 months each = 24	None
PL TORUN01	E BILBAO01	222	Foreign Languages	1st	2 students x 12 months each = 24	None

<sup>1</sup> 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>)

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 BILBAO01	PL TORUN01	222	Foreign Languages	1 teacher / 1 week / 8 hours	None
PL TORUN01	E BILBAO01	222	Foreign Languages	1 teacher / 1 week / 8 hours	None

### 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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level	
				Student Mobility for Studies  [Minimum recommended level: B1]	Staff Mobility for Teaching  [Minimum recommended level: B2]
E BILBAO01		Spanish	English	B1 Spanish or English	B2 Spanish or English
PL TORUN01		English	Polish	B2	C1

For more details on the language of instruction recommendations, see the course catalogue of each institution.

Students applying for an Erasmus at NCU should meet the following language requirements: B2 of English (both in writing and speaking). Moreover, respective faculties esp. language departments may have higher requirements. Students should present a language certificate proving their language competences.

### D. Additional requirements

E BILBAO01

The UPV/EHU has a Disabled People's Service (<http://www.ikasleak.ehu.es/p202-shdischm/en/>) who works in the three campuses to attend to the needs of the university population with disabilities, taking into account each person's individual circumstances.

## 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/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 Torun.

Contact:

an English speaking psychologist [counselling@erasmus.umk.pl](mailto:counselling@erasmus.umk.pl)

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
E BILBAO01	June 30 <sup>th</sup>	November 30 <sup>th</sup>
PL TORUN01	June 1st	November 1st

2. The receiving institution will send its decision within **6** 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

This agreement will take effect in the **2014** academic year being valid for a period of **7** years, and will be tacitly renewed for further identical periods.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

I. Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, 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. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.

II. Termination of the agreement will not be penalised.

*"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 BILBAO01

<http://go.ehu.es/gradingsystem>



#### ECTS grading scale:

ECTS Grade	Spanish Grade	Definition	
A	10	EXCELLENT	outstanding performance with only minor errors
B	9	VERY GOOD	above the average standard but with some errors
C	8	GOOD	generally sound work with a number of notable errors
D	6, 7	SATISFACTORY	fair but with significant shortcomings
E	5	SUFFICIENT	performance meets the minimum criteria
FX	4	FAIL	some more work required before the credit can be awarded
F	1 ÷ 3	FAIL	considerable further work is required

#### ECTS credits:

one semester

30 ECTS credits

one full academic year

60 ECTS credits

### 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.		

## 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
E BILBAO01	Ministerio de Asuntos Exteriores y Cooperación	<a href="http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx">http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx</a> Further assistance: <a href="mailto:helpcentre4.internacional@ehu.es">helpcentre4.internacional@ehu.es</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@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>

### 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 BILBAO01	European Commission (Employment, Social Affairs & Inclusion)	<a href="http://ec.europa.eu/social/main.jsp?catId=559">http://ec.europa.eu/social/main.jsp?catId=559</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@cm.umk.pl">erasmus@cm.umk.pl</a> Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	Further assistance: <a href="mailto:helpcentre4.internacional@ehu.es">helpcentre4.internacional@ehu.es</a> <a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">http://www.umk.pl/en/cooperation/guide/issues/#A2</a>

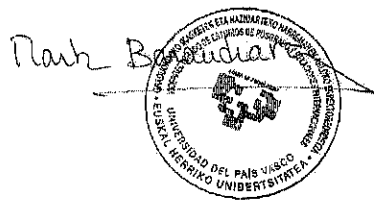

### 4. Housing

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
E BILBAO01	Campus of Alava: <a href="mailto:helpcentre1.internacional@ehu.es">helpcentre1.internacional@ehu.es</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@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/accommodation/">http://www.umk.pl/en/cooperation/guide/accommodation/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
E BILBAO01	Marta Barandiaran, Director for International Mobility	26.03.2014	
PL TORUN01	dr hab. Adam Bednarek, prof.UMK Dean of the Faculty of Languages	27. MAR. 2014	<p data-bbox="1157 698 1332 742"><b>DZIEKAN</b></p>  <p data-bbox="1053 786 1428 840">Dr hab. Adam Bednarek, prof.UMK</p>

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