



Erasmus+ Programme Programme Erasmus +
Key Action 1 Action clé 1
Mobility for learners and staff Mobilité des apprenants et des personnels
Higher Education Student and Staff Mobility Etudiants et personnels de l'enseignement supérieur
Inter-institutional¹ agreement 2014-20[21]² Accord inter-institutionnel 2014-2020[21]
between programme countries entre pays participant au programme
Minimum requirements³ Minimum requis

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Europa-Universität Vladrina Große Scharrnstrasse 59 15230 Frankfurt am Oder, Deutschland Institutional contacts	D- FRANKFU 08	Head of the Department for International Affairs/ Institutional Coordinator Mrs. Petra Weber (<u>head- office@europa-uni.de</u> ; Tel.: +49 335 5534 2486) Departmental Coordinator for the Faculties of Law and Social & Cultural Science Mrs. Nicole Klück (<u>klueck@europa- uni.de</u> , Tel.: + 49 335 5534 2599)	http://www.kuwi.europa-uni.de/de/studium/vv/index.html#Vorlesungsverzeichnis
Academic contact			
Institutional contacts Uniwersytet Mikołaja Kopernika w Toruniu	PL TORUN01	International Programme Coordinator: Ewa Derkowska-Rybicka <u>ewader@umk.pl</u> phone/fax: +48 56 611-49-29	Web Site www.umk.pl Mobility Programmes : http://www.umk.pl/wspolpraca/europrog

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

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates

ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246		Responsible for Student Exchange: Małgorzata Grudzińska incoming@erasmus.umk.pl phone +48 56 611-49-28 Paulina Gyrkow (Collegium Medicum) erasmus@cm.umk.pl phone +48 52 585-36-91 International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246	edu/erasmus/
Academic contacts Faculty of Languages Collegium Maius ul. Fosa Staromiejska 3, 87-100 Toruń Tel. (+48 56) 611-35-11, fax 622-66-59	PL TORUN01	Coordinator Institute of Polish Literature Dr Dariusz Pniewski dariusz.pniewski@umk.pl tel. (+48 56) 611-35-35	

B. Mobility numbers⁵ 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	Number of student mobility periods	
					Student Mobility for Studies (total number of months or average duration*)	Student Mobility for Traineeships
D-FRANKFU 08	PL TORUN01	0.9 (222)	Languages and Philological Sciences	1 st , 2 nd	3 x 9 (=27)	by individual agreement
PL TORUN01	D-FRANKFU 08	0.9 (222)	Languages and Philological Sciences	1 st , 2 nd	3 x 9 (=27)	by individual agreement

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*
D-FRANKFU 08	PL TORUN01	0.90 (222)	Languages and Philological Sciences	5 (1 teacher x 5 days)	Upon individual request
PL TORUN01	D-FRANKFU 08	0.90 (222)	Languages and Philological Sciences	5 (1 teacher x 5 days)	Upon individual request

⁵ 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>

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 ⁶	
				Student Mobility for Studies	Staff Mobility for Teaching
D-FRANKFU 08	0.90 (222)	English	German	English or German B1 - B2	B2
PL TORUN01	0.90 (222)	POLISH	German/English	B2 recommended B1 accepted	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

(To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students).

(Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities).

D-FRANKFU08

Students should:

- have finished their first year of Bachelor studies
- meet entry requirements for the selected courses

Other conditions may be stated in the bilateral agreement.

The Europa-Universität Viadrina has the infrastructure to welcome students and staff with disabilities.

E. Calendar

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

Receiving institution (Erasmus code)	Autumn term* (month)	Spring term* (month)
D-FRANKFU08	Application deadline: 15 th July	Application deadline: 15 th January
PL TORUN01	1st of JUNE	1st of NOVEMBER

(to be adapted in case of a trimester system)*

2. The receiving institution will send its decision within 4 weeks / D FRANKFU08: 4 – 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

⁶ 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>

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

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.	

D FRANKFU08:

Information on the ECTS-Grading system can be found here:

<http://www.europa-uni.de/en/internationales/euvstudis/ects/index.html>

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 :

Institution (Erasmus code)	Contact details (email, phone)	Website for information
D-FRANKFU 08	Incoming Coordinator; +49 (0) 335 5534 2365; students-in@europa-uni.de	http://www.europa-uni.de/en/internationales/internationals/praktinfos/visa.html
PL TORUN01	Ms Małgorzata GRUDZIŃSKA International Programmes Officer incoming@erasmus.umk.pl tel +48 56 611 4928	http://www.umk.pl/en/cooperation/erasmus/students/application/

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-FRANKFU 08	Incoming Coordinator; +49 (0) 335 5534 2365; students-in@europa-uni.de	http://www.europa-uni.de/en/internationales/internationals/praktinfos/visa.html
PL TORUN01	Ms Małgorzata GRUDZIŃSKA International Programmes Officer incoming@erasmus.umk.pl tel +48 56 611 4928	http://www.umk.pl/en/cooperation/erasmus/students/application/

4. Housing

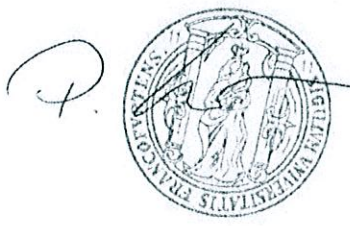

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution (Erasmus code)	Contact details (email, phone)	Website for information
D-FRANKFU 08	Incoming Coordinator; +49 (0) 335 5534 2365; students-in@europa-uni.de	http://www.europa-uni.de/en/internationales/internationals/praktinfos/wohnen.html Further on: http://www.studentenwerk-frankfurt.de/2011/

PL TORUN01	Ms Małgorzata GRUDZIŃSKA International Programmes Officer incoming@erasmus.umk.pl tel +48 56 611 4928	http://www.umk.pl/en/cooperation/erasmus/students/application/
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G. Signatures of the institutions (legal representatives)

Institution (Erasmus code)	Name, function	Date	Signature ⁷
D-FRANKFU 08	Petra Weber Director Department of International Affairs	25.03.2014	
PL TORUN01	Prof. Adam Bednarek Dean Faculty of Languages	26. MAR. 2014	DZIEKAN  Dr hab. Adam Bednarek, prof.UMK

⁷ Scanned signatures are accepted