



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)
Université Paris-Est Créteil Val-de-Marne UPEC 61 av. du général de Gaulle 94010 Créteil Cedex FRANCE	F PARIS012	Faculty of Economics and Management Departmental coordinator: Eric HERTZLER eric.hertzler@u-pec.fr International affairs officer : Armelle Nechi nechi@u-pec.fr	Faculty of economics and management http://www.iae-eiffel.fr/fr/international/venir Learning French http://www.en.u-pec.fr/learning-french-377409.kjsp?RH=1280326443843&RF=1280326888715
Nicolaus Copernicus University	PL TORUN 01	International Programmes Office, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246 Ewa Derkowska-Rybicka (ewader@umk.pl) – Erasmus Institutional Coordinator (STA , STT) Małgorzata Grudzińska - incoming students; placements (incoming@erasmus.umk.pl) Marta Wiśniewska (mawi@umk.pl), outgoing students; placements	http://www.umk.pl/en/cooperation/erasmus/students/

			Faculty Erasmus Coordinator Magdalena Kalinska Faculty of Economics Sciences and Management Ul Gagarina 13A 87-100 Torun, Poland email: erasmus@econ.umk.pl	
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B. Mobility numbers¹ 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	TO	Subject area code [ISCED]	Subject area name	Study cycle	Number of student mobility periods	
					SMS/total number of months	SMS/total number of months
PL TORUN 01	F PARIS012	340	Business, Management, Economics	1st	2/10	
		314				
F PARIS012	PL TORUN 01	340	Business, Management, Economics	1st	2/10	
		314				

[*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	TO	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]			Staff Mobility for Teaching/total number of average days	Staff Mobility for Training/ total number of average 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:

¹ 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>)

Receiving institution	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies	Staff Mobility for Teaching
PL TORUN 01		Polish	English	B2	B2
F PARIS012		French			

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 and/or staff] [Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

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
International Programmes Department in Bydgoszcz, +48 52 5853691 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
- 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.

² 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>

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 TORUN 01	1 June	1 November
F PARIS012	May, 31st	November, 15 th

[* to be adapted in case of a trimester system]

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.

4. Termination of the agreement

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

	F PARIS012	PL TORUN 01
WWW for Incoming Students		http://www.umk.pl/en/cooperation/erasmus/students/
WWW Course Catalogue	http://www.iae-eiffel.fr/ http://fseg.u-pec.fr/	http://www.umk.pl/en/cooperation/erasmus/students/study/
Housing ³		http://www.umk.pl/en/cooperation/guide/accommodation/
Contact details	relint@u-pec.fr	incoming@erasmus.umk.pl
WWW Visa Information ⁴		http://www.umk.pl/en/cooperation/guide/issues/#A1
Contact details	relint@u-pec.fr	incoming@erasmus.umk.pl
WWW Insurance Information ⁵		http://www.umk.pl/en/cooperation/guide/issues/#A2
Contact details	nechi@u-pec.fr	incoming@erasmus.umk.pl

³ The receiving institution will guide Incoming mobile participants in finding accommodation, according to the requirements of the ECHE.



⁴ 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 ECHE.

⁵ The sending and receiving institutions will provide assistance in obtaining insurance for Incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

ECTS Users' Guide ⁶		http://www.umk.pl/en/cooperation/guide/grading/
WWW Students and Staff with Disabilities	http://www.u-pec.fr/etudiant/vie-etudiante/etudes-et-handicap/accompagnement-des-etudiants-handicapes-202000-kia3DH-WE8-ED	http://www.umk.pl/en/cooperation/erasmus/students/disabled/
Contact details		incoming@erasmus.umk.pl

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

"Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

Institution [Erasmus code]	Name, function	Date	Signature ⁷
PL TORUN 01	Prodzikan ds. Rozwoju i Współpracy z Zagranicą Dr hab. Jerzy Boehlke, prof. UMK	14/4/2014	Prodzikan ds. Rozwoju i Współpracy z Zagranicą Dr hab. Jerzy Boehlke, prof. UMK
F PARIS012	Assita SIDIBE Erasmus Institutional Coordinator assita.sidibe@u-pec.fr	15.04.2014	 

⁶ 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.

⁷ Scanned signatures are accepted