



Erasmus+ Programme

Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional agreement 2014/2015-2020/2021 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 ¹ (email, phone)	Website (eg. of the course catalogue)
Univerzita Mateja Bela v Banskej Bystrici Matej Bel University Banska Bystrica	SK BANSKA01	FAKULTNÝ KONTAKT Faculty of Education MBU International Relations Office Ružová 13, 974 11 Banská Bystrica, Slovakia Tel.: +421 48 446 4226 Institutional Erasmus Coordinator prof. Ing. Igor Kosír, CSc. Matej Bel University Banská Bystrica Národná 12, 97401 Banská Bystrica, Slovakia Faculty Coordinator: Doc. PaedDr. Peter Jusko, PhD. peter.jusko@umb.sk ERASMUS administrator: Mgr. Margaréta Krkošová margareta.krkosova@umb.sk	In Slovak www.pdf.umb.sk In English www.pdf.umb.sk/en
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 (ewader@umk.pl) – Erasmus Institutional Coordinator (STA , STT) Małgorzata Grudzińska (incoming@erasmus.umk.pl) –	ERASMUS incoming information: http://www.umk.pl/en/cooperation/erasmus/ Lecture catalogue: http://www.umk.pl/en/cooperation/erasmus/students/study/

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Incoming students; placements Marta Wiśniewska (mawi@umk.pl), Marta Błaszczak (martaslo@umk.pl) - outgoing students; placements	Semester dates: http://www.umk.pl/en/cooperation/guide/calendar/
Faculty of Educational Sciences	PL TORUN01	Faculty coordinator: Dr Filip Nałaskowski filipn@umk.pl	www.pedagogika.umk.pl

B. Mobility numbers² 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 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
SK BANSKA01	PL TORUN01	1	Education	1 st , 2 nd 3 rd	3*5 months (15 months)	1*5 moth
		011 (14)	Education (Teacher training and education science)	1 st , 2 nd 3 rd	2*5 month (10 months)	1*5 moth
		011 (142)	Education (Pedagogy)	1 st , 2 nd 3 rd	2*5 month (10 months)	1*5 moth
		011 (144)	Education (Adult education)	1 st , 2 nd 3 rd	2*5 month (10 months)	1*5 moth
		031 (762)	Social and behavioural science (Social work)	1 st , 2 nd	2*5 month (10 months)	1*5 moth
PL TORUN01	SK BANSKA01	05, 14.0	Education, Social Sciences	1 st , 2 nd	5	5

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

² 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 *
SK BANSKA01	PL TORUN01	1	Education	2*5 days (10 days)	
		011 (14)	Education (Teacher training and education science)	2*5 days (10 days)	
		011 (144)	Education (Adult education)	2*5 days (10 days)	
		011 (142)	Education (Pedagogy)	2*5 days (10 days)	
		031 (311)	Social and behavioural science (Psychology)	2*5 days (10 days)	
		031 (762)	Social and behavioural science (Social work)	2*5 days (10 days)	
		003	Personal skills and development		2*5 days (10 days)
PL TORUN01	SK BANSKA01	05,0, 14,0	Education Social Sciences	5	1

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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level:

³ 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>

B2]					
SK BANSKA01	PL TORUN01	SK	EN	B1	B2
PL TORUN01	SK BANSKA01	Polish	English	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page]*.

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

SK BANSKA 01:

- **The candidates with disabilities can only be accepted after the consultation with Faculty of Education Matej Bel University in Banska Bystrica.**
- The sending institution on the nomination letter (name, e-mail, area of study, period of study) must notify the International Relations Office/ ERASMUS administrator about their interest in studying at the Faculty of Education Matej Bel University Banska Bystrica one month prior to the deadline
- Students must arrive at least 7 days before the academic year starts
- Foreign students coming to Banska Bystrica are automatically enrolled in the buddy system (ESN UMB).
- Students must attend courses
 - Bachelor and Master study programmes - minimum 20 credits per one semester
 - PhD. students - minimum 10 credits per one semester
- **Teachers** must notify the departmental coordinator about their interest in teaching at the Faculty of Education at Matej Bel University Banska Bystrica two months prior to their arrival.

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.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
SK BANSKA01	Nomination: 15 May Application: 15 July	Nomination: 30 Sept Application: 15 November
PL TORUN01	June, 1st	November, 1st

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement or changes in the data set above can be amended annually if communicated before November 30th. 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 **1st of June** or **1st 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

SK BANSKA01 - MBU: <http://www.erasmus.umb.sk> <http://www.pdf.umb.sk/en>

Grades: **A** - EXCELLENT - outstanding performance with only minor errors
B - VERY GOOD - above the average standard but with some error,
C - GOOD - generally sound work with a number of notable error
D - SATISFACTORY - fair but with significant shortcomings,
E - SUFFICIENT - performance meets the minimum criteria
FX - FAIL - some more work required before the credit can be awarded.

The value of local credits corresponds to 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
SK BANSKA01	http://www.foreign.gov.sk/en/contact_us/mfa_contact	http://www.foreign.gov.sk/en/consular_info/visa
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	http://www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/

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
SK BANSKA01	Incoming + outgoing: Mgr. Margareta Krkošová Erasmus Administrator, margareta.krkosova@umb.sk	www.pdf.umb.sk/en

PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	http://www.umk.pl/en/cooperation/guide/issues/#A2
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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
SK BANSKA 01	Incoming + outgoing: Mgr. Margareta Krkošová Erasmus Administrator, margareta.krkosova@umb.sk	www.pdf.umb.sk/en
PL TORUN 01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation http://www.umk.pl/en/cooperation/guide/accommodation/

SK BANSKA01: Foreign students can stay at University residence halls Študentský domov 3, Tajovského 51, Banská Bystrica. The residence hall provide rooms with three bedrooms. Each floor has a shared kitchen with two electric cookers and a fridge. Students can use university wi-fi.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
SK BANSKA01	Prof. Ing. Igor Kosír, CSc. Vice-Rector for International Cooperation, Institutional Erasmus Coordinator	30 APR. 2014	UNIVERZITA MATEJA BELA v Banskej Bystrici v.2. REKTORÁT Národná 12 974 01 Banská Bystrica Dziekan
PL TORUN01	Prof. Piotr Petrykowski Dziekan WNP UMK		 dr hab. Piotr Petrykowski, prof. UMK Dziekan WNP UMK

⁴ Scanned signatures are accepted