

Università degli Studi di Udine

Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2021²
between programme countries

[Minimum requirements]³

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 (e.g. of the course catalogue)
Università degli Studi di Udine (University of Udine) International Relations and Mobility Office Via Palladio, 8 I 33100 Udine	I UDINE01	Outgoing Mobility and Erasmus Placement Agreements: sara.distefano@uniud.it t. +39 432 556735 f. +39 432 556229 International Student Service iss@uniud.it t. +39 432 556218-6497 f. +39 432 556496	www.uniud.it/international-area/incoming-mobility general course catalogue: www.uniud.it/didattica/facolta Courses held in English: www.uniud.it/international-area

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.

23.02.2011

	PL TORUN01		
Department of Nursing	I UDINE01	<p>Alvisa Palese Associate Professor in Nursing Sciences</p> <p>Viale Ungheria 20 33100 Udine – Italy tel.: +39 0432 590926 fax.: +39 0432 590911 alvisa.palese@uniud.it</p> <p>Irene Comisso Nurse Teacher</p> <p>Viale Ungheria 20 33100 Udine – Italy tel.: +39 0432 590922 fax.: +39 0432 590911 irene.comisso@uniud.it</p>	
Uniwersytet Mikołaja Kopernika w Toruniu (Nicolaus Copernicus University in Toruń)	PL TORUN01	<p>International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 97-100 Toruń, Poland; tel/fax: +48 56 6114929, tel: 611-4928, - 2246</p> <p>Ewa Dąrkowska-Rybicka (ewadark@umk.pl) – Erasmus Institutional Coordinator (STA, STT)</p> <p>Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students; placements</p> <p>Marta Wiśniewska (mawi@umk.pl), Marta Błaszczak (marta_bla@umk.pl) - outgoing students; placements</p> <p>Collegium Medicum in Bydgoszcz (medical sciences): International Programmes Department ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91 Paulina Gyrkow e-mail: erasmus@cm.umk.pl</p>	<p>ERASMUS incoming information: http://www.umk.pl/en/cooperation/erasmus/</p> <p>Lecture catalogue: http://www.umk.pl/en/cooperation/erasmus/students/study/</p> <p>Semester dates: http://www.umk.pl/en/cooperation/guide/calendar/</p> <p>Collegium Medicum http://www.cm.umk.pl/en/</p>
Faculty of Health Sciences	PL TORUN01	<p>Faculty coordinator: Dr Paweł Zalewski p.zalewski@cm.umk.pl</p>	

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 [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
I UDINE01	PL TORUN 01	091	Nursing		2ss*9months	1ss*3months
PL TORUN 01	I UDINE01	091	Nursing		2ss*9months	1ss*3months

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*
I UDINE01	PL TORUN01	12.9 (729)	Others- Medical Sciences (Nursing)	2X5 days	-
PL TORUN01	I UDINE01	12.9 (729)	Others- Medical Sciences (Nursing)	2X5 days	

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*);

⁶ <http://www.univie.ac.at/education/Erasmus/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 [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01	12.9 (729)	English	Italian	B1	B2
PL TORUN01		Polish	English	B2	B2

I UDINE01: Courses held in English can be offered within some study courses. Students can check the complete list of this courses on the web-site page: www.uniud.it/international-area

PL TORUN01

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.

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

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>

D. Additional requirements

I UDINE01:

1. The incoming Erasmus students/partner universities can check information about extension of the study period and changes to the original Training agreement on the web-site page: www.uniud.it/international-area/incoming-mobility
2. Students are required to provide a firefighting course certification and basic safety requirements certifications (first aid or Basic Life Support, mobilization strategies to prevent low back pain, individual protection devices' use). Local information about clinical risk management and patients' safety will be provided by chief nurses during clinical placement.

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]
I UDINE01	15 May (nomination letter)	30 September (nomination letter)
PL TORUN01	June, 1 st	November, 1 st

I UDINE01:

2. I UDINE01 will send a detailed Erasmus nomination list by e-mail. It cannot be guaranteed another modality to nominate Erasmus students from I UDINE01 (such as online nominations etc.).

3. Partner Universities have to send a detailed Erasmus nomination list by e-mail (to iss@uniud.it). It cannot be guaranteed the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc.).

4. I UDINE01 will send its decision (information package) within 8 weeks at the maximum from the reception of the nomination letter.

5. Erasmus incoming student at the I UDINE01 has to collect the Transcript of Records before leaving Udine, otherwise the Transcript of Records will be issued and sent by the I UDINE01 no later than 5 weeks directly to the personal post address of the student.

6. Termination or modification of the agreement:

A unilateral decision to discontinue or to change the exchanges notified to the other party by April of each year will only take effect from the September of the following new academic year.

PL TORUN01:

PL TORUN01:

1. 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.unik.pl/en/cooperation/erasmus/students/application>

2. The online application should be submitted by the students by **the 1st of June or the 1st of November**.

3. The receiving institution will send its decision within 5 weeks.

4. 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

I UDINE01: Students can check the grading systems on the web-page: www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng

PL TORUN01:

ECTS Credits:

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.

GRADES: The Student Exchange Office recommends the following grading equivalency table:

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.	

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
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng
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.ms.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
I UDINE01		
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/-/Az

I UDINE01:

The University of Udine provides a tort liability insurance and an insurance against industrial incidents for its outgoing students.

Non EU students can provide personally to get a private insurance in order to obtain the VISA for the study period.

EU students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.

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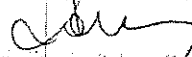
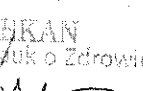
4. Housing

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
I UDINE01		http://www.uniud.it/International-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@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/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature	University stamp
I UDINE01	prof.ssa M. Ballerini, Delegate of the Rector for the International Mobility	28.07.16		
PL TORUN01	Dean of the Faculty of Health Sciences Collegium Medicum Prof. dr hab. Kornelia Kędziora-Kornatowska			

Scanned signatures are accepted