

# Erasmus+ Programme

## Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

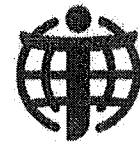
## Inter-institutional agreement 2014-2021

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

<p>Nicolaus Copernicus University <b>PL TORUN01</b></p>	<p>"St Kliment Ohridski University" – Bitola MK BITOLA01</p>
<p>ERASMUS incoming information: <a href="http://www.umk.pl/en/cooperation/erasmus/">http://www.umk.pl/en/cooperation/erasmus/</a> Lecture catalogue: <a href="http://www.umk.pl/en/cooperation/erasmus/students/study/">http://www.umk.pl/en/cooperation/erasmus/students/study/</a> Semester dates: <a href="http://www.umk.pl/en/cooperation/guide/calendar/">http://www.umk.pl/en/cooperation/guide/calendar/</a> Faculty coordinator website: <a href="https://sites.google.com/site/charzynskiprzemyslaw/">https://sites.google.com/site/charzynskiprzemyslaw/</a></p>	<p>ERASMUS incoming information: <a href="http://www.uklo.edu.mk">www.uklo.edu.mk</a></p>
<p><b>Institutional Coordinator:</b> Ewa Derkowska-Rybicka (<a href="mailto:ewader@umk.pl">ewader@umk.pl</a>) – Erasmus Institutional Coordinator (STA, STT) Małgorzata Grudzińska (<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a>) - incoming students; placements, Marta Wiśniewska (<a href="mailto:mawi@umk.pl">mawi@umk.pl</a>), Marta Błaszczuk (<a href="mailto:martasio@umk.pl">martasio@umk.pl</a>) - outgoing students; placements <b>Faculty coordinator:</b> Dr Przemysław Charzyński (<a href="mailto:pecha@umk.pl">pecha@umk.pl</a>)</p>	<p><b>Institutional Coordinator:</b> Prof. Dr Nikola Krstanoski, Vice-Rector for Student Affairs (<a href="mailto:nikolakrster@gmail.com">nikolakrster@gmail.com</a>) Ms Kalliope Stilianovic, Head of IRO (<a href="mailto:kallopa.stilianovic@uklo.edu.mk">kallopa.stilianovic@uklo.edu.mk</a>) <b>Faculty Coordinator:</b> Branko Nikoloski, Faculty of Tourism and Hospitality – Ohrid (<a href="mailto:brankoftu@yahoo.com">brankoftu@yahoo.com</a>)</p>
<p><b>Contact:</b> 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 (<a href="mailto:ewader@umk.pl">ewader@umk.pl</a>) – Erasmus Institutional Coordinator (STA, STT) Małgorzata Grudzińska (<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a>) - incoming students; placements, Marta Wiśniewska (<a href="mailto:mawi@umk.pl">mawi@umk.pl</a>), Marta Błaszczuk (<a href="mailto:martasio@umk.pl">martasio@umk.pl</a>) - outgoing students; placements <b>Faculty coordinator:</b> Dr Przemysław Charzyński <a href="mailto:pecha@umk.pl">pecha@umk.pl</a> tel. +48 56 6112625</p>	<p><b>Contact:</b> Prof. Dr Nikola Krstanoski, Vice-Rector for Student Affairs (<a href="mailto:nikolakrster@gmail.com">nikolakrster@gmail.com</a>) Ms Kalliope Stilianovic, Head of IRO (<a href="mailto:kallopa.stilianovic@uklo.edu.mk">kallopa.stilianovic@uklo.edu.mk</a>) "St Kliment Ohridski" University – Bitola Bulevar 1 maj bb 7000 Bitola Phone+389 47 223 788 Fax +389 47 223 594 Branko Nikoloski, Faculty of Tourism and Hospitality – Ohrid Kej Marsal Tito 95 6000 Ohrid Phone +389 46 262 147 <a href="mailto:brankoftu@yahoo.com">brankoftu@yahoo.com</a></p>



## B. Mobility numbers per academic year

This Inter-Institutional agreement is valid for the period 2014-2021 (see under E 4, for Termination of the Agreement).

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. Amendments may be proposed and confirmed by email through the institutional coordinator of the 'Erasmus plus' programme.

### Students

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
MK BITOLA01	PL TORUN01	0532 443/481 1015	Travel, Tourism and leisure;	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students/20 months (sum)	-
PL TORUN01	MK BITOLA01	0532 443/481 1015	Travel, Tourism and leisure;	1 <sup>st</sup>	3 students/30 months (sum)	-

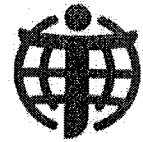
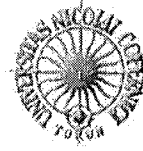
### Teaching Staff

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
MK BITOLA01	PL TORUN01	0532 443/481 1015	Geography, Travel, Tourism and leisure; Geoinformatics	2 persons for 5 days (8h)	-
PL TORUN01	MK BITOLA01	0532 443/481 1015	Geography, Travel, Tourism and leisure; Geoinformatics	1 person for 5 days (8h)	-

## 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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
MK BITOLA01		Macedonian	English	B2 (English taught courses)	B2 (English taught courses)
PL TORUN01		Polish	English	B1	B2



## D. Additional requirements

For MK BITOLA01

### For 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/>

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
MK BITOLA01	June 1 <sup>st</sup>	November 30
PL TORUN01	June, 1st	November, 1st

2. The receiving institution will send its decision within 3 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  
This Agreement shall be effective for the period 2014-2021. If either institution wishes to terminate the agreement, one year's notice must be given in writing. For example, notice to terminate mobility from 2015/16 must be given by 1 September 2014. 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

For MK BITOLA01

Grading scale – 5-10

- 10 (A) = Excellent
- 9 (B) = Very Good
- 8 (C) = Good
- 7 (D) = Satisfactory
- 6 (E) = Sufficient
- 5 (F) = Fail



### For PL TORUN01

Nicolaus Copernicus University		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.		

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.

### 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:

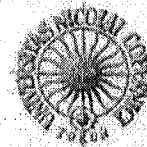
Institution [Erasmus code]	Contact details (email, phone)	Website for information
MK BITOLA01	IRO Tel: +389 47 242 278	Ms Kaliopa Stilinovic, Head of IRO ( <a href="mailto:Kaliopa.stilinovic@uklo.edu.mk">Kaliopa.stilinovic@uklo.edu.mk</a> ) Ms Nurten Sulejmani, IR Officer ( <a href="mailto:nurten.sulejmani@uklo.edu.mk">nurten.sulejmani@uklo.edu.mk</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>	<a href="http://www.umk.pl/en/cooperation/guide/issuess/#A1">http://www.umk.pl/en/cooperation/guide/issuess/#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
MK BITOLA01	IRO Tel: +389 47 242 278	Ms Kaliopa Stilinovic, Head of IRO ( <a href="mailto:Kaliopa.stilinovic@uklo.edu.mk">Kaliopa.stilinovic@uklo.edu.mk</a> ) Ms Nurten Sulejmani, IR Officer ( <a href="mailto:nurten.sulejmani@uklo.edu.mk">nurten.sulejmani@uklo.edu.mk</a> )



PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 611 4928 <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a>	<a href="http://www.umk.pl/en/cooperation/guide/Issues/HA2">http://www.umk.pl/en/cooperation/guide/Issues/HA2</a>
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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
MK BITOLA01	IRO Tel: +389 47 242 278	Ms Kaliopa Stilianovic, Head of IRO ( <a href="mailto:Kaliopa.stilianovic@uklo.edu.mk">Kaliopa.stilianovic@uklo.edu.mk</a> ) Ms Nurten Sulejmani, IR Officer ( <a href="mailto:nurten.sulejmani@uklo.edu.mk">nurten.sulejmani@uklo.edu.mk</a> )
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. +48 56 611 4928 <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a>	<a href="http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation">http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation</a> <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>1</sup>
MK BITOLA01	Prof. Dr Nikola Krstanoski, Vice-Rector for Student Affairs	03/03/2014	 
PL TORUN 01	Prof. dr hab. Wojciech Wysota Dean of Faculty of Earth Sciences	24/02/2014	DZIEKAN  prof. dr hab. Wojciech Wysota

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<sup>1</sup> Scanned signatures are accepted