



# 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, Erasmus code and address (and department, where relevant)	Contact details (email, phone)	Website (eg. of the course catalogue)
Bulgarian Academy of Sciences  <b>BG SOFIA30</b>  Institute of Mechanics	Tomina Galibova, MA Erasmus+ Coordinator 1, 15 Noemvri Str., 1040 Sofia Tel: (359 2) 979 5387 E-mail: <a href="mailto:tominaglb@cu.bas.bg">tominaglb@cu.bas.bg</a>  Agreement Coordinator: Prof. Nadia Antonova Acad. G. Bonchev Str., Bl.4, 1113 Sofia Tel. +359 2 979 6413, Fax: +359 2 8707498 E-mail: <a href="mailto:antonova@imbm.bas.bg">antonova@imbm.bas.bg</a>	<a href="http://www.bas.bg">www.bas.bg</a>  <a href="http://bas.bg/images/erasmus/course_catalogue-edu-bas1.pdf">http://bas.bg/images/erasmus/course_catalogue-edu-bas1.pdf</a>  <a href="http://www.imbm.bas.bg/">http://www.imbm.bas.bg/</a>
Uniwersytet Mikołaja Kopernika w Toruniu  <b>PL TORUN01</b>  Faculty of Chemistry	<b>Ewa Derkowska-Rybicka - Head of the IPO</b> International Programmes Office Nicolaus Copernicus University ul. Gagarina 11, 87-100 Torun, Poland; tel/fax. +48 56 6114229, tel. +4856 6114928 <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> <b>Dr hab. Wojciech KUJAWSKI, prof. UMK -</b> Faculty Coordinator (Vice Dean of Faculty) Faculty of Chemistry NCU; ul. Gagarina 7, 87-100 Torun, Poland phone: +48.56 611.43.15; fax: +48.56 654.24.77 <a href="mailto:kujawski@chem.umk.pl">kujawski@chem.umk.pl</a>	<a href="http://www.umk.pl/en/cooperation/erasmus/">http://www.umk.pl/en/cooperation/erasmus/</a>



## B. Mobility numbers<sup>1</sup> 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 <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 *
PL TORUN01	BG SOFIA30	442 0531	Chemistry	3 <sup>rd</sup>	10 months 2 students	Only by individual agreement
BG SOFIA30	PL TORUN01	442 0531	Chemistry	3 <sup>rd</sup>	10 months 2 students	Only 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 *
PL TORUN01	BG SOFIA30	442 0531	Chemistry	10 days [1 STAFF=5 days; 8 hours min.]	0
BG SOFIA30	PL TORUN01	442 0531	Chemistry	15 days [1 STAFF=5 days; 8 hours min.]	0

## 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:

<sup>1</sup> 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 [Erasmus code]	Optional: Subject area	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level <sup>2</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
BG SOFIA30	0531	Bulgarian	English	B1	B2
PL TORUN01	442	Polish	English	B1	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

### 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/>

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 Torun.

Contact:

an English speaking psychologist [counselling@erasmus.umk.pl](mailto: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.

### BG SOFIA30:

The Academy is only entitled to teach PhD (doctoral) students. Incoming students may attend courses at any of the 42 institutes of the Academy as long as they correspond to their field of study and there is a group to begin a course. Students with disabilities may only be admitted after consultation with the Erasmus Office. All mobile participants should fill in an Application form to be downloaded from [www.bas.bg](http://www.bas.bg) – Erasmus – Incoming.

## E. Calendar

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

<sup>2</sup> 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>



Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
BG SOFIA30	June, 1st	November, 1st
PL TORUN01	June, 1st	November, 1st

**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 **1<sup>st</sup> of June** or **1<sup>st</sup> of November**.

**2. The receiving institution will send its decision within 4 weeks.**

**3. 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.

**4. Termination of the agreement**

The inter-institutional agreement may be terminated by mutual agreement. In the event of unilateral termination, a notice of at least one academic year shall 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. However, in the event of such notice being given, all existing commitments to staff or students shall 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**

**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.	



**BG SOFIA30:**

ECTS grade	Local grade	Bulgarian - in words	English - in words
A	6.0	ОТЛИЧЕН	EXCELLENT Outstanding performance
B	5.0	МНОГО ДОБЪР	VERY GOOD Above the average standard but with some errors
C	4.0	ДОБЪР	GOOD Generally sound work with a number of notable errors
D	3.5	ЗАДОВОЛИТЕЛЕН	SATISFACTORY Fair but with significant shortcomings
E	3	ДОСТАТЪЧЕН	SUFFICIENT Performance meets the minimum criteria
F	2	СЛАБ (НЕДОСТАТЪЧЕН)	FAILED Substantial improvement necessary; requirement of further work

**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
BG SOFIA30	stefanov@cu.bas.bg 359 2 979 5238	<a href="http://www.bas.bg">www.bas.bg</a> , after clicking on the Erasmus logo, Incoming/Visa
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> +48 56 611 4928	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A1">http://www.umk.pl/en/cooperation/guide/issues/#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
BG SOFIA30	stefanov@cu.bas.bg 359 2 988 42 60	<a href="http://www.bas.bg">www.bas.bg</a> , after clicking on the Erasmus logo, Incoming/Application forms
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> (+48 56 611 4928)	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">http://www.umk.pl/en/cooperation/guide/issues/#A2</a>



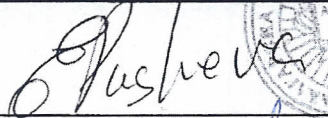

#### 4. Housing

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
BG SOFIA30	tominaglb@cu.bas.bg 359 2 988 42 60	<a href="http://www.bas.bg">www.bas.bg</a> , after clicking on the Erasmus logo, Incoming/Application forms
PL TORUN01	incoming@erasmus.umk.pl (+48 56 511 4928)	<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
BG SOFIA30	Prof. Evdokia Pasheva, DSc Erasmus Institutional Coordinator	20.04 15 7	 
PL TORUN01	Prof. dr hab. Edward Szyk Dean of the Faculty of Chemistry	4.05. 2015	