



Hochschule Kempten  
University of Applied Sciences

## Erasmus+ Programme

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

#### Inter-institutional agreement 2015- 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)
Uniwersytet Mikołaja Kopernika w Toruniu (Nicolaus Copernicus University in Toruń)	<b>PL TORUN01</b>	<b>International Programmes Office, Nicolaus Copernicus University,</b> ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, - 2246 <b>Ewa Derkowska-Rybicka</b> ( <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> ) – Erasmus Institutional Coordinator (STA , STT) <b>Małgorzata Grudzińska</b> ( <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> ) - incoming students; placements <b>Marta Wiśniewska</b> ( <a href="mailto:mawi@umk.pl">mawi@umk.pl</a> ), <b>Marta Błaszczyk</b> ( <a href="mailto:martaslo@umk.pl">martaslo@umk.pl</a> ) - outgoing students; placements  <b>Collegium Medicum in Bydgoszcz (medical sciences):</b> International Programmes Department ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91 <b>Paulina Gyrkow</b> e-mail: <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a>	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>  Collegium Medicum <a href="http://www.cm.umk.pl/en/">http://www.cm.umk.pl/en/</a>

Faculty of Health Sciences	<b>PL TORUN01</b>	<b>Faculty coordinator:</b> Dr Pawel Zalewski p.zalewski@cm.umk.pl	
Hochschule fur Angewandte Wissenschaften Kempten	D KEMPTEN 01	Bernd Holzhauser ERASMUS Koordinator bernd.holzhauser@hs- kempten.de 00 49 (0) 831 2523-340	<a href="http://www.hs-kempten.de">www.hs-kempten.de</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	TO	Subject area code [ISCED]	Subject area name	Study cycle	Number of student mobility periods	
					SMS/total number of months	SMT/total number of months
D KEMPTEN 01	PL TORUN 01	0410	Public Health: Social Services Management	1st	4 x 5 months	20
PL TORUN 01	D KEMPTEN 01	0410	Public Health: Social Services Management	1st	4 x 5 months	20

[\*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 [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 average days	Staff Mobility for Training/ total number of average days

<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>)



D KEMPTEN 01	PL TORUN 01	0410	Public Health: Social Services Management	1 x 5 days	5
PL TORUN 01	D KEMPTEN 01	0410	Public Health: Social Services Management	1 x 5 days	5

### 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	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>2</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
D KEMPTEN 01	PL TORUN 01	German	English (staff exchange only)	B1	B2
PL TORUN 01	D KEMPTEN 01	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]*.

#### PL TORUN 01:

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

*[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/>

<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>

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 Toruń.

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.

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D KEMPTEN 01	30 April (nomination) 31 May (application)	31 October (nomination) 15 November (application)
PL TORUN01	June, 1st	November, 1st

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

2. :

D KEMPTEN 01: Will send its decision within 3 weeks

**PL TORUN01** : 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

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.

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

### 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.umk.pl/en/cooperation/erasmus/students/application>
2. The online application should be submitted by the students by **the 1<sup>st</sup> of June or the 1<sup>st</sup> of November**.
3. The receiving institution will send its decision within 6 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

	PL TORUN01	D KEMPTEN01
WWW for Incoming Students	<a href="http://www.cm.umk.pl/en/">http://www.cm.umk.pl/en/</a>	<a href="http://www.hochschule-kempten.de/internationales/austauschstudierende-incoming.html">http://www.hochschule-kempten.de/internationales/austauschstudierende-incoming.html</a>
WWW Course Catalogue	<a href="http://www.cm.umk.pl/en/">http://www.cm.umk.pl/en/</a>	<a href="http://www.hochschule-kempten.de/studium/angebot-studiengaenge.html">http://www.hochschule-kempten.de/studium/angebot-studiengaenge.html</a>
Housing <sup>3</sup>	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">http://www.umk.pl/en/cooperation/guide/issues/#A2</a>	<a href="http://www.hochschule-kempten.de/internationales/studium-in-kempten.html?L=0L%252525253D0#c13920">http://www.hochschule-kempten.de/internationales/studium-in-kempten.html?L=0L%252525253D0#c13920</a>
Contact details	<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> Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	<a href="mailto:Bernd.holzhauser@hs-kempten.de">Bernd.holzhauser@hs-kempten.de</a>
WWW Visa Information <sup>4</sup>	<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>	<a href="http://www.hochschule-kempten.de/metanavigation/personen/detailansicht.html?typo3state=persons&amp;lsfid=1001160">http://www.hochschule-kempten.de/metanavigation/personen/detailansicht.html?typo3state=persons&amp;lsfid=1001160</a>
Contact details	<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> Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	<a href="mailto:lisa.bommhardt@hs-kempten.de">lisa.bommhardt@hs-kempten.de</a>
WWW Insurance Information <sup>5</sup>	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">http://www.umk.pl/en/cooperation/guide/issues/#A2</a>	<a href="http://www.hochschule-kempten.de/metanavigation/personen/detailansicht.html?typo3state=persons&amp;lsfid=1001160">http://www.hochschule-kempten.de/metanavigation/personen/detailansicht.html?typo3state=persons&amp;lsfid=1001160</a>
Contact details	<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> Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	<a href="mailto:lisa.bommhardt@hs-kempten.de">lisa.bommhardt@hs-kempten.de</a>

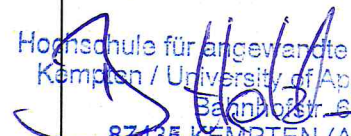

<sup>3</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

<sup>4</sup> 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.

<sup>5</sup> 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 <sup>6</sup>	<a href="http://www.cm.umk.pl/en/">http://www.cm.umk.pl/en/</a>	<a href="http://www.hochschule-kempten.de/fileadmin/fh-kempten/INTOFF/Downloads/Austauschstudierende/Explanatory_Notes_Transcript_of_Records_Rueckseite.pdf">http://www.hochschule-kempten.de/fileadmin/fh-kempten/INTOFF/Downloads/Austauschstudierende/Explanatory_Notes_Transcript_of_Records_Rueckseite.pdf</a>
WWW Students and Staff with Disabilities	<a href="http://www.umk.pl/en/cooperation/erasmus/students/disabled/">http://www.umk.pl/en/cooperation/erasmus/students/disabled/</a>	
Contact details	International Programmes Office in Toruń, +48 56 6114928 <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> International Programmes Department in Bydgoszcz, +48 52 5853691 <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a>	<a href="mailto:Johannes.Zacher@hs-kempten.de">Johannes.Zacher@hs-kempten.de</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
D KEMPTEN 01	Mr Bernd Holzhauser Institutional ERASMUS Coordinator	19.03.2015	 Hochschule für angewandte Wissenschaften Kempten / University of Applied Sciences Barnhoferstr. 61 87435 KEMPTEN (ALLGÄU) GERMANY
PL TORUN01	Dean of the Faculty of Health Sciences Collegium Medicum Prof. dr hab. Kornelia Kędziora-Kornatowska	21/04/2015	 DZIEKAN Wydziału Nauk o Zdrowiu prof. dr hab. Kornelia Kędziora-Kornatowska

<sup>6</sup> 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.

<sup>7</sup> Scanned signatures are accepted