



Erasmus + Programme

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

Inter-institutional agreement 2016-2021 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)
UNIVERSIDAD DEL PAÍS VASCO/ EUSKAL HERRIKO UNIBERTSITATEA (UPV/EHU)	E BILBAO01	Marta Barandiaran, Director for International Mobility Edificio Rectorado, Barrio Sarriena s/n – 48940 LEIOA – (BIZKAIA) – SPAIN Phone: +34 94 601 2165 Fax: +34 94 601 3590 directora.internacional@ehu.es Bilateral Agreements, International Relations Office Vicerrectorado de Proyección Internacional Edificio Ignacio M ^a Barriola – 1 ^a pl. Plaza Elhuyar, 1 // 20018 DONOSTIA- SAN SEBASTIAN (GIPUZKOA) – SPAIN Tel.: +34 943 018136 Fax: +34 943018230: agreements.international@ehu.es	http://www.relaciones-internacionales.ehu.es
Faculty of Law	0421	Prof. Dunia Marinas Suárez Erasmus Coordinator at the Facultad de Derecho de San Sebastián Dunia.marinas@ehu.ous	

		Phone: 00.34.943.01.52.71 Fax: 00.34.943.01.52.90 Prof. Miren Josune Pérez Estrada Erasmus Coordinator at the Delegated Unit of the Faculty of Law of San Sebastian located in Leioa mirenjosune.perez@ehu.eus Phone: 00.34.94.601.5078 Fax: 00.34.94.601.22.90	
PL TORUN 01		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) - incoming students; placements Marta Wiśniewska (mawi@umk.pl), Marta Błaszczuk (martaslo@umk.pl) - outgoing students; placements	ERASMUS incoming information: http://www.umk.pl/en/cooperation/erasmus/ Lecture catalogue: http://www.umk.pl/en/cooperation/erasmus/students/study/ Semester dates: http://www.umk.pl/en/cooperation/guide/calendar/
Faculty of Law and Administration NCU Ul. Bojarskiego 3 87-100 Torun Poland	PL TORUN01	Faculty coordinator: Dr Piotr Chrzczonowicz, pch@umk.pl Tel. +48 56 611 40 38, fax +48 56 611 40 02 Vice dean for International Relations: Prof. dr Arkadiusz Lach, arkadl@umk.pl Tel. +48 56 611 40 02, fax +48 56 611 40 02	General information: http://www.law.umk.pl/index.php?lang=en#39 Courses in English: http://www.law.umk.pl/index.php?lang=en#551

B. Mobility numbers¹ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 *	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	[ISCED]			Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	

¹ 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>)

E BILBAO01	PL TORUN 01	0421	Law	1, 2	4 x 10 months	
				1, 2	2 x 6 months	
PL TORUN 01	E BILBAO01	0421	Law	1,2	4 x 10 months	
				1,2	2 x 6 months	

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 *
E BILBAO01	PL TORUN 01	0421	Law	2x7 days=14 days	
PL TORUN 01	E BILBAO01	0421	Law	2x7 days=14 days	

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]
E BILBAO01		Spanish	English (VERY FEW COURSES)	B1 Spanish or English	B2 Spanish or English
PL TORUN 01		Polish	English	B 2	B 2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

The UPV/EHU has a Disabled People's Service (<http://www.ikasleak.ehu.es/p202-shdischm/en/>) who works in the three campuses to attend to the needs of the university population with disabilities, taking into account each person's individual circumstances.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
E BILBAO01	June 30 th	November 30 th
PL TORUN 01	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 4 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

This agreement will take effect in the **2016** academic year being valid for a period of 5 years, and will be tacitly renewed for further identical periods.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

- I. Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, 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. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.

- II. Termination of the agreement will not be penalised.

"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).

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

F. Information

1. Grading systems of the institutions

E BILBAO01 (<http://www.ehu.es/en/web/nazioarteko-harremanak/en-grading-system-information>)

ECTS grading scale:

ECTS*	Local Mark	Local Grade	Definition
A	9,0 – 10	Sobresaliente	EXCELLENT
B	8,0 – 8,9	Notable	VERY GOOD
C	7,0-7,9	Notable	GOOD
D	6,0 – 6,9	Aprobado	SATISFACTORY
E	5,0-5,9	Aprobado	SUFFICIENT
FX-F	0 - 4,9	Suspenso	FAIL
	NP	No Presentado	INCOMPLETE. The student did not sit in the exam or did not hand in the assignments
*Approximate correspondence of Marks with ECTS scale. For information purposes only.			

ECTS credits:

one semester
30 ECTS credits

one full academic year
60 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
E BILBAO01	Ministerio de Asuntos Exteriores y Cooperación	http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx Further assistance: helpcentre4.internacional@ehu.es
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	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
E BILBAO01	European Commission (Employment, Social Affairs & Inclusion)	http://ec.europa.eu/social/main.jsp?catId=559 Further assistance: helpcentre4.internacional@ehu.es
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/


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
E BILBAO01	Campus of Alava: helpcentre1.internacional@ehu.es Campus of Biscay (Leioa): helpcentre2.internacional@ehu.es Campus of Biscay (Bilbao): helpcentre3.internacional@ehu.es Campus of Gipuzkoa: helpcentre4.internacional@ehu.es	http://www.ehu.eus/en/web/nazioa rteko-harremanak/en-help-centre-offices
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	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 ²
E BILBAO01	Marta Barandiaran, Director for International Mobility	30.11.2015	
PL TORUN01	Prof. dr Arkadiusz Lach, Vice- dean for International Relations at the Faculty of Law and Administration	26.11.2015	

² Scanned signatures are accepted