



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2015-2020<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
University of Ostrava, Faculty of Fine Arts	CZ OSTRAVA02  PIC: 998738870	Bc. Radka Švejnhová Erasmus Coordinator University of Ostrava Faculty of Fine Arts Podlahova 3, Ostrava, 709 00 <a href="mailto:radka.svejnhova@osu.cz">radka.svejnhova@osu.cz</a>	<a href="http://www.osu.eu">www.osu.eu</a>  <a href="http://www.fu.osu.cz">www.fu.osu.cz</a>
Uniwersytet Mikołaja Kopernika w Toruniu  (Nicolaus Copernicus University in Toruń)	PL TORUN01	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	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>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.



		(incoming@erasmus.umk.pl) - incoming students Marta Wiśniewska (mawi@umk.pl), Marta Błaszczuk (martaslo@umk.pl) - outgoing students; Martyna Malec (malec@umk.pl) - placements  Paulina Gyrkow e-mail: erasmus@cm.umk.pl Collegium Medicum in Bydgoszcz (medical sciences): International Programmes Department ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91	Semester dates:  <a href="http://www.umk.pl/en/cooperation/guide/calendar/">http://www.umk.pl/en/cooperation/guide/calendar/</a>
Faculty of Fine Arts	Franciszek Skibiński, PhD	franek_skibinski@umk.pl +48 667762370  Sienkiewicza 30/32 87-100 Toruń	<a href="http://www.art.umk.pl/">http://www.art.umk.pl/</a>

**B. Mobility numbers<sup>5</sup> 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 [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> ] *	Student Mobility for Studies [total number of months of the study periods or average duration*]
CZ OSTRAVA02	PL TORUN01	0213: Fine arts (03.1 - 211)	Musical and Performing Arts	1,2	2 x 10
PL TORUN01	CZ OSTRAVA02	0213: Fine arts (03.1 - 211)	Musical and Performing Arts	1,2	2 x 10

*[\*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	TO	Subject area code	Subject area name *	Number of staff mobility periods
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<sup>5</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>)



[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	* [ISCED]		Staff Mobility for Teaching  [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
CZ OSTRAVA02	PL TORUN01	0213: Fine arts (03.1 - 211)	Musical and Performing Arts	5 days 8 hours	5 days
PL TORUN01	CZ OSTRAVA02	0213: Fine arts (03.1 - 211)	Musical and Performing Arts	5 days 8 hours	5 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ OSTRAVA02		Czech	English	B1	B2
PL TORUN01		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)

<sup>6</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>



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]
CZ OSTRAVA 02	31 <sup>st</sup> May	31 <sup>st</sup> October
PL TORUN01	1 <sup>st</sup> June	1 <sup>st</sup> November

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

2. The receiving institution will send its decision within 2 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 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

*The present Bilateral Agreement will be valid for the academic year(s) mentioned above unless either side terminates the present Agreement in writing by June 1st of the year prior to the academic year concerned. 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

*It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>7</sup>. 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.*

Institution	Information
PL TORUN01	<p>At PL TORUN01:</p> <p>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).</p> <p>The Polish grading system in higher education is based on the 5 to 2 scale, where 5 is the</p>

<sup>7</sup>[http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)



	<p>best mark and 2 is the worst.</p> <p>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.</p> <p>Uniwersytet Mikołaja Kopernika w Toruniu ECTS</p> <table><tr><td>Grade</td><td>Grade</td><td>Predicate</td></tr><tr><td>5</td><td>A</td><td>Very Good</td></tr><tr><td>4,5</td><td>B</td><td>Better than good</td></tr><tr><td>4</td><td>C</td><td>Good</td></tr><tr><td>3,5</td><td>D</td><td>Better than satisfactory</td></tr><tr><td>3</td><td>E</td><td>Satisfactory</td></tr><tr><td>2</td><td>F</td><td>Unsatisfactory / Fail</td></tr></table> <p>Zal / Pass      Participation; i.e. the student has successfully and regularly attended the course.</p>	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
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																				
CZ OSTRAVA02	<a href="http://www.osu.cz/index.php?id=9899">http://www.osu.cz/index.php?id=9899</a>																					

## 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
CZ OSTRAVA02	Radka Švejnhová Erasmus Coordinator radka.svejnhova@osu.cz	<a href="http://www.mvcr.cz/soubor/information-for-students.aspx">http://www.mvcr.cz/soubor/information-for-students.aspx</a>  <a href="http://www.osu.eu/index.php?id=9828">http://www.osu.eu/index.php?id=9828</a>
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl	<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
CZ OSTRAVA02	<b>Radka Švejnhová</b> Erasmus Coordinator radka.svejnhova@osu.cz	<a href="http://www.osu.eu/index.php?kategorie=27&amp;id=8270">http://www.osu.eu/index.php?kategorie=27&amp;id=8270</a>
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+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>

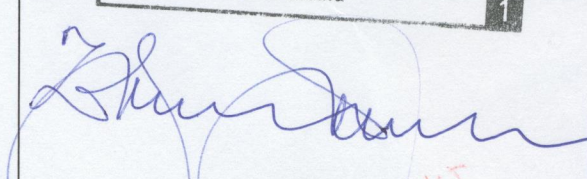
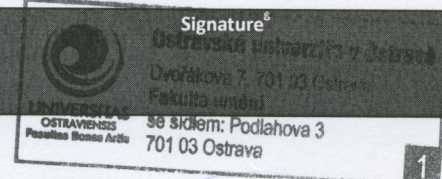
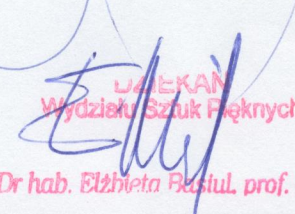
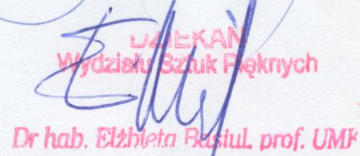
#### 4. Housing

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
CZ OSTRAVA02	<b>Radka Švejnhová</b> Erasmus Coordinator radka.svejnhova@osu.cz	<a href="http://www.osu.eu/index.php?kategorie=27&amp;id=8269">http://www.osu.eu/index.php?kategorie=27&amp;id=8269</a>
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 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 <sup>6</sup>
CZ OSTRAVA02	<b>doc. PhDr. Zbyněk Janáček</b> Dean of the Faculty of Fine Arts	09/11/2015	 
PL TORUN01	<b>Dr hab. Elżbieta Basiul, Prof. UMK</b> Dean of the Faculty of Fine Arts	10.12.2015	 

Scanned signatures are accepted