



Inter-institutional Agreement for the Academic Years 2016/17 - 2020/21

Between Institutional coordinator Administrative contact	Universidad Autónoma de Madrid (E MADRID04) Dra Amaya Mendikoetxea Pelayo Mrs Matilde Delgado Chauton Oficina Relaciones Internacionales y Movilidad - Plaza Mayor, C/ Einstein 5, Ciudad Universitaria Cantoblanco 28049 Madrid Spain Phone: +0034914975133 Fax: +0034914978597 Email: erasmus.uam@uam.es
and Institutional coordinator Administrative contact	UNIwersytet Mikołaja Kopernika w Toruniu (PL TORUN01) Ewa Derkowska-Tybicka International Relations Office - Gagarina 11 87-100 Torun Poland Phone: 0048 56 6114929 Fax: 0048 56 6114929 Email: iro@umk.pl

The institutions named above 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. This agreement may be amended by mutual agreement, and may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year ahead 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.

Student and teaching staff mobility

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.

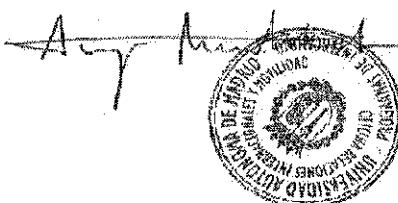

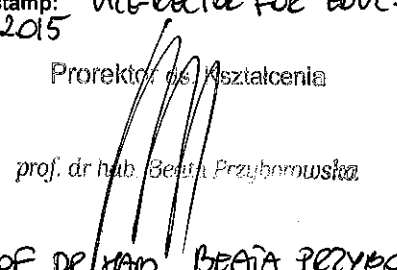
Field of study	Student mobility					Teaching staff mobility				Departmental coordinators E MADRID04 / PL TORUN01
	Level	E --> PL		PL --> E		E --> PL		PL --> E		
		number	months	number	months	number	weeks	number	weeks	
			(total)		(total)		(total)		(total)	
225 - History	U	1	10	1	10	-	-	-	-	Prof James Amelang

Departmental Coordinators

Field	SM	TS	Departmental coordinator - E MADRID04	Departmental coordinator - PL TORUN01
225	X		Prof James Amelang Departamento de Historia Moderna - Campus de Cantoblanco 28049 Madrid Spain Phone: 914978653 Fax: 914974370 Email: james.amelang@uam.es	DR HAB MARCIN PAWLAK FACULTY OF HISTORY UL. GAGARINA 9 87-100 TORUN POLAND email: felix@umk.pl

Further requirements and information for each institution are included in the ANNEXES TO ERASMUS+ INTERINSTITUTIONAL AGREEMENT ('Institutional fact sheets' of the institutions). These annexes are an integral part of this Agreement.

Signatures of the legal representatives/heads of institutions of both institutions

Universidad Autónoma de Madrid Name and status of the official representative: Dra Amaya Mendikoetxea Pelayo Vicerrectora de Relaciones Internacionales Signature and stamp: Date: 20/11/2015  	UNIwersytet Mikołaja Kopernika w Toruniu Name and status of the official representative: Signature and stamp: <i>VICERECTOR FOR EDUCATION</i> Date: 26.11.2015  Proroktor ds. kształcenia prof. dr hab. Beata Przyborska PROF DR HAB BEATA PRZYBORSKA
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ANNEX TO ERASMUS+ INTERINSTITUTIONAL AGREEMENT

Key action 1 - Mobility for learners and staff- Higher education Student and Staff Mobility

1. Information about higher education institutions

1.1 Institutional details

Name of the institution	UNIVERSIDAD AUTÓNOMA DE MADRID
Erasmus Code	E MADRID04
Institution Web site	www.uam.es
International relations office Web site	www.uam.es/internacionales
Incoming students information	www.uam.es/erasmus-incoming
Course catalogue	http://www.uam.es/ss/Satellite/es/1234886330662/listadoEstudios/Grados.htm

1.2 Main contacts

Institutional coordinator	Amaya Mendikoetxea
Head of International Relations Office	Matilde Delgado
Contact details	Oficina Relaciones Internacionales y Movilidad Plaza Mayor, C/ Einstein 5, Ciudad Universitaria Cantoblanco 28049 Madrid Spain Phone: +0034914975133 Fax: +0034914978597 Email: erasmus.uam@uam.es
Departmental contact person	www.uam.es/erasmus-datasheet

2. 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:

Subject area	Language(s) of instruction	Recommended language of instruction level*	Type of mobility
Any	Spanish (Some programs are taught in English, please check http://www.uam.es/ss/Satellite/en/1242668835949/contenidoFinal/Study_Programs_in_English.htm)	<ul style="list-style-type: none"> Minimum B1 for graduate studies (B2 recommended) B2 for: Faculty of Economics and Business Administration, Hispanic Studies Degree and Postgraduate Studies With the exception of specific studies that request a specific level 	SMS
Any	Spanish	Minimum recommended B2	STT

*Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

3. Additional requirements

- Postgraduate students must fulfill the requirements of the specific Master or Doctoral Programme, for more information they must contact the international Relations Office of the Faculty concerned.
- There is an office in charge of counseling and helping disabled students that can be contacted by email at programa.discapacidad@uam.es

4. Calendar

4.1 Applications/information on nominated students must reach our institution by:

Autumn term	31 st May
Spring term	31 st October

4.2 Decision

Decision will be sent within 4 weeks.

4.3 Transcript of Records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at our institution.

5. Information

5.1 Grading systems of the institutions

UAM
9,0-10: MH - Matrícula de Honor (5%)
9,0-10: SB - Sobresaliente
8,0-8,9: NT - Notable
7,0-7,9 : NT - Notable
6,0-6,9: AP - Aprobado
5,0-5,9 : AP - Aprobado
0,0-4,9 : SS - Suspenso

5.2 Visa

Our institution 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:

Contact details	Oficina de Acogida (Reception Office) Edificio Plaza Mayor Planta Baja, Isla F 28049 Madrid Phone: 91 497 74 12/ 69 07/ 69 06/ 36 99 oficina.acogida@uam.es
Website	http://www.uam.es/ss/Satellite/es/1242652242790/subHomeServicio/Oficina_de_acogida.htm?ide nlace=1234886376451

5.3 Insurance

Our institution will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education. We 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:

Contact details	Oficina de Acogida (Reception Office) Edificio Plaza Mayor Planta Baja, Isla F 28049 Madrid Phone: 91 497 74 12/ 69 07/ 69 06/ 36 99 oficina.acogida@uam.es
Website	http://www.uam.es/ss/Satellite/es/1242652242790/subHomeServicio/Oficina_de_acogida.htm?ide nlace=1234886376451

5.4 Housing

Our 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:

Contact details	Oficina de Acogida (Reception Office) Edificio Plaza Mayor Planta Baja, Isla F 28049 Madrid Phone: 91 497 74 12/ 69 07/ 69 06/ 36 99 oficina.acogida@uam.es
Website	http://www.uam.es/ss/Satellite/es/1242652242790/subHomeServicio/Oficina_de_acogida.htm?ide nlace=1234886376451



OFICINAS DE RELACIONES INTERNACIONALES EN FACULTADES Y ESCUELAS / INTERNATIONAL RELATIONS OFFICES IN FACULTIES AND COLLEGES

Facultad o Escuela / Faculty or College	Responsable académico / Academic contact person	Teléfono / Telephone	Fax	E-mail
FACULTAD DE CIENCIAS / FACULTY OF SCIENCES	M ^a Teresa Parra	+ 34 91 497 44 52 /	+ 34 91 497 34 95	ori.ciencias@uam.es
FACULTAD DE DERECHO / FACULTY OF LAW	Elena Rodríguez	+ 34 91 497 82 31	+ 34 91 497 82 67	ori.derecho@uam.es
FACULTAD DE FILOSOFÍA Y LETRAS / FACULTY OF ARTS	Carmen Rodríguez	+ 34 91 497 43 64	+ 34 91 497 43 70	ori.filosofia@uam.es
FACULTAD DE PSICOLOGÍA / FACULTY OF PSYCHOLOGY	Pilar Aivar	+ 34 91 497 50 90	+ 34 91 497 30 92	ori.psicologia@uam.es
FACULTAD DE MEDICINA / FACULTY OF MEDICINE	Silvia Arribas	+ 34 91 497 54 01	+ 34 91 497 27 57	ori.medicina@uam.es
FACULTAD DE CIENCIAS ECONÓMICAS Y EMPRESARIALES / FACULTY OF ECONOMICS AND BUSINESS STUDIES	Miguel Buñuel	+ 34 91 497 50 38 / 37 95	+ 34 91 497 43 13	ori.economicas@uam.es
ESCUELA POLITÉCNICA SUPERIOR / SCHOOL OF COMPUTER SCIENCE AND ENGINEERING	José Luis Masa	+ 34 91 497 22 98	+ 34 91 497 22 24	ori.eps@uam.es
FACULTAD DE FORMACIÓN DE PROFESORADO Y EDUCACIÓN / FACULTY OF TEACHER TRAINING AND EDUCATION	María Fernández	+ 34 91 497 86 24	+ 34 91 497 68 60	ori.fprofesorado@uam.es
CENTRO SUPERIOR DE ESTUDIOS LA SALLE / LA SALLE CENTRE FOR HIGHER UNIVERSITY STUDIES	Manuel Pérez	+ 34 91 740 19 80	+ 34 91 357 17 30	ori.@lasallecampus.es
SECCIÓN INTERDEPARTAMENTAL DE ENFERMERÍA/INTERDEPARTM ENTAL NURSING SECTION	Teresa González	+ 34 91 497 54 01	+ 34 91 497 27 57	ori.medicina@uam.es
ESCUELA UNIVERSITARIA DE ENFERMERÍA CRUZ ROJA / RED CROSS COLLEGE OF NURSING	Esther Martínez	+ 34 91 534 36 49	+ 34 91 553 00 05	infoeue@cruzroja.es
ESCUELA UNIVERSITARIA DE ENFERMERÍA FUNDACIÓN JIMÉNEZ DÍAZ / FUNDACIÓN JIMENEZ DIAZ COLLEGE OF NURSING	Esperanza Vélez	+34 91 550 48 63	+34 91 550 49 51	euenfermeria.fjd@fjd.es
ESCUELA UNIVERSITARIA DE FISIOTERAPIA DE LA ONCE / ONCE PHYSIOTHERAPY COLLEGE	Susana García	+34 915894500	+34 915894498	sgj@once.es



ERASMUS DATA SHEET

Código ERASMUS / <i>ERASMUS ID Code</i>	E MADRID04
Rector	Professor José María Sanz, Rector
Página web / <i>Web site</i>	www.uam.es

COORDINADOR INSTITUCIONAL / *INSTITUTIONAL CO-ORDINATOR*

Nombre / <i>Name</i>	Ms Amaya Mendikoetxea
Dirección / <i>Address</i>	Vicerrectorado de Relaciones Internacionales Rectorado Universidad Autónoma de Madrid Ciudad Universitaria de Cantoblanco C/ Einstein, 3 28049 MADRID España
Teléfono / <i>Telephone</i>	+ 34 91 497 50 53
Fax	+ 34 91 497 46 54
E-mail	vicerrectorado.internacional@uam.es

OFICINA DE RELACIONES INTERNACIONALES Y MOVILIDAD (OFICINA CENTRAL) / *INTERNATIONAL RELATIONS AND MOBILITY OFFICE (CENTRAL OFFICE)*

Nombre / <i>Address</i>	Oficina de Relaciones Internacionales y Movilidad Universidad Autónoma de Madrid Ciudad Universitaria de Cantoblanco Oficina de Relaciones Internacionales y Movilidad - Plaza Mayor C/ Einstein, 5 28049 MADRID España	
Teléfono / <i>Telephone</i>	+ 34 91 497 51 33	
Fax	+ 34 91 4978597	
E-mail	erasmus.uam@uam.es	
Página web / <i>Web site</i>	www.uam.es/internacionales	
Directora / <i>Director</i>	Ms Matilde Delgado	Tl: + 00 34 91 497 85 29
		E-mail: chauton@uam.es
Persona de contacto Erasmus estudios / <i>Erasmus studies mobility contact person</i>	Ms Susana Rodríguez	Tl: + 00 34 91 497 55 42
		E-mail: susana.rodriguez@uam.es
Persona de contacto Erasmus movilidad de personal docente y no docente / <i>Erasmus teaching and non teaching staff mobility, contact person</i>	Ms Ana Luisa Ortega	Tl: + 00 34 91 497 69 37
		E-mail: ana.ortega@uam.es
Persona de contacto Erasmus prácticas / <i>Erasmus placement</i>	Mr. Gregor Reiss	Tl: + 00 34 91 497 31 37
		E-mail: gregor.reiss@uam.es

1. 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 <i>(Nicolaus Copernicus University in Toruń)</i>	PL TORUN01	International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, - 2246, -4788 Ewa Derkowska-Rybicka (ewader@umk.pl) – Erasmus Institutional Coordinator (STA , STT) Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students; Marta Wiśniewska (mawi@umk.pl), Marta Błaszczyk (martaslo@umk.pl) - outgoing students; Martyna Malec (malec@umk.pl) – traineeships	ERASMUS incoming information: http://www.umk.pl/en/erasmus/ Lecture catalogue: http://www.umk.pl/en/erasmus/courses/ Semester dates: http://www.umk.pl/en/erasmus/life/guide/calendar/
		Collegium Medicum in Bydgoszcz (medical sciences): International Programmes Department ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91 Paulina Gyrkow e-mail: erasmus@cm.umk.pl	http://www.cm.umk.pl/en/

2. 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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL TORUN01		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].

¹ 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>

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.

3. 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/erasmus/students/applying/disabled/>

Contact:

International Programmes Office in Toruń, +48 56 6114928 incoming@erasmus.umk.pl

International Programmes Department in Bydgoszcz, +48 52 5853691 erasmus@cm.umk.pl

Additional information on medical care at NCU in Toruń is available at

<http://www.umk.pl/en/erasmus/life/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

- 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.

4 . Calendar

1. Information on nominated students and their applications must reach the receiving institution by:

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

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

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/erasmus/students/applying/application>

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

2. The receiving institution will send its decision within 6 weeks.

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.

5. Information**5.1. 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.	

5.2. 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
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	http://www.umk.pl/en/erasmus/life/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/

5.3. 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
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	http://www.umk.pl/en/erasmus/life/guide/issues/#A2

5.4. 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
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	http://www.umk.pl/en/erasmus/life/guide/accommodation/