



UNIVERSIDAD DE CORDOBA



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 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 (Institutional Coordinator and Departmental Coordinator)	Erasmus code	Contact details (email, phone ...)	Website (Home page and course catalogue)
Uniwersytet Mikołaja Kopernika w Toruniu <i>(Nicolaus Copernicus University in Torun)</i> Faculty of Law and Administration NCU Ul. Bofarskiego 3 87-100 Torun, POLAND	PL-TORUND1	International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Torun, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, - 2246 Ewa Derkowska-Rybiecka (ewader@umk.pl) - Erasmus Institutional Coordinator (STA, SFT) Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students; placements Marta Wiśniewska (mawi@umk.pl), Marta Błaszczuk (marta.slo@umk.pl) - outgoing students; placements <i>Faculty coordinator:</i> Dr Piotr Chrzczonowicz, pch@umk.pl Tel. +48 56 611 40 38, fax +48 56 611 40 02 <i>Vice dean for International Relations:</i> Prof. dr Arkadiusz Lach, arkadi@umk.pl Tel. +48 56 611 40 02, fax +48 56 611 40 02	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/ <i>General information:</i> http://www.law.umk.pl/index.php?lang=en#39 <i>Courses in English:</i> http://www.law.umk.pl/index.php?lang=en#551

Universidad de Córdoba Institutional Coordinator: Prof. Dr. Antonio Raigón-Rodríguez Departmental Coordinator: Prof. Dr. Antonio Bueno-Armijo	E CORDOBA01	International Relations Office Av. Medina Azahara, 5 - 14071 Córdoba (Spain) E-mail: ori@uco.es Facultad de Derecho y CC.EE y Empresariales Oficina de Programas de Intercambio Plaza Puerta Nueva S/N-14002 Córdoba (España) E-mail: r-exteriores@uco.es Tel./Fax: 0034 957218839	Web page: http://www.uco.es/ http://www.uco.es/derechoycee/ Course Catalogue: http://www.uco.es/derechoycee/gderecho/index_en.html http://www.uco.es/derechoycee/gadmempresas/index_en.html http://www.uco.es/derechoycee/doble-grado/index_en.html
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B. Mobility numbers 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.

Student Mobility for Studies

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle*	Total Number of students/months	
					SMS ¹	SMT ²
PL TORUN01	E CORDOBA01	0421	Law	1 st	2 x 9	0/0
E CORDOBA01	PL TORUN01	0421	Law	1 st	2 x 9	0/0

Staff Mobility for Teaching

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/days	
				STA	STT
PL TORUN01	E CORDOBA01	0421	Law	2 x 5	Determined later
E CORDOBA01	PL TORUN01	0421	Law	2 x 5	Determined later

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	Optional	Language	Language	Recommended language of instruction level
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¹ Student Mobility for Studies

² Student Mobility for Traineeship

* 1st =Bachelor, 2nd =Master, 3rd =doctoral

institution	Subject area ISCED	of instruction 1	of instruction 2	Student Mobility for Studies	Staff Mobility for Teaching
PL TORUN01	0421	Polish	English	B2	B2
E CORDOBA01	0421	Spanish		A2	

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

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

- 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 CORDOBA01:

Local mentors will help incoming students with practical issues like opening a bank account, registration, accommodation, etc.:
r-exteriores@uco.es

Language course: International students are encouraged to participate in the intensive courses before their studies in Córdoba start. The courses are free of charge and offered in September and February.

The University of Córdoba welcomes students and staff with disabilities and provides an information and assistance centre. Learn more at: <http://www.uco.es/educacion/principal/servicios/uane/index.html>

Student Mobility for Studies

Receiving institution (Erasmus code)	Subject area	Minimum Number of Credits to be included in the study plan	Faculty or Department(s) where students will be entitled to attend courses/modules	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
PL TORUN01	Law	30 per semester	Faculty of Law and Administration	Yes (to be agreed previously on a case to case basis)	Yes
E CORDOBA01	Law	12 per semester	Faculty of Law	Yes (to be agreed previously on a case to case basis)	Yes

PL TORUN01:

For further information please refer to the International Students Guide available online:

<https://www.umk.pl/en/erasmus/students/>

E CORDOBA01:

For further information please refer to the International Students Guide available online:

http://www.ucc.es/internacional/extranjeros/erasmus/index_en.html

E. Calendar

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

Receiving institution (Erasmus code)	Autumn term APPLICATION DEADLINE	Spring term APPLICATION DEADLINE
PL TORUN01	June, 1st	November, 1st
E CORDOBA01	30 June	30 November

PL TORUN01:

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 **1st of June** or **1st of November**.

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

E CORDOBA01:

Partner institutions should send nominations by e-mail to: r-exteiores@ucc.es

Once nominated by their Home Institutions students will receive a personal e-mail in order to fill in the Application Form and the Learning Agreement.

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.

Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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 31 October 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "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-TORUNOJ:

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.		

E CORDOBA01:

University of Córdoba: students performance are graded individually and not on a statistical basis. In general, the University of Córdoba uses the grading system charted below. For details, please visit our webpage: <http://www.uco.es/internacional/extranjeros/erasmus/documentos/EquivalenceMarksECTS.pdf>

It is recommended that 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.]

Receiving institution [Erasmus code]	ECTS Link
PL TORUN01	N/A
E CORDOBA01	http://www.uco.es/internacional/extranjeros/erasmus/documentos/EquivalenceMarksECTS.pdf

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)	http://www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.ms.gov.pl/en/travel_to_poland/
E CORDOBA01	International Relations Office ori@uco.es	http://www.uco.es/internacional/extranjeros/erasmus/index_en.html

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)	http://www.umk.pl/en/cooperation/guide/issues/#A2
E CORDOBA01	International relations Office infoori@uco.es	https://www.uco.es/servicios/sega/informaciongeneral/segu-comple


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)	http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation http://www.umk.pl/en/cooperation/guide/accommodation/
E CORDOBA01	A) Residence Hall - Phone number: (+34) 957218152 - E-mail to: alojamiento@uco.es B) Shared flats - Phone number: (+34) 957 212403 - E-mail to: informacion@uco.es - Local mentors for international students give the necessary support to find accommodation. Please contacts: r-exteriores@uco.es	http://www.uco.es/servicios/alojamiento/ http://www.uco.es/servicios/informacion/alojamiento/alojamiento.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution (Erasmus code)	Name, function	Date	Signature (scanned signatures are accepted)
PL TORUN01	Prof. dr Arkadiusz Lach, Vice-dean for International Relations at the Faculty of Law and Administration	25.01.16	<p>PRODZIEKAN</p>  <p>Dr. Arkadiusz Lach, prof. UMK</p>
E CORDOBA01	Prof. Antonio Raigón-Rodríguez Director of International Office Tel: +34 957212552 Fax: +34 957212583 Email: relaciones-internacionales@uco.es	11 FEB. 2016	