



## Erasmus+ Programme

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

### **Inter-institutional agreement 2014-2021** **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**

<b>Name of the institution</b> (and department, where relevant)	<b>Erasmus code</b>	<b>Contact details</b> (email, phone)	<b>Website</b> (eg. of the course catalogue)
Universidade Católica Portuguesa, Centro Regional do Porto	PLISBOA01	International Head of Office  Magda Ferro +351 226196285 international@porto.ucp.pt	<b>Erasmus incomings:</b> <a href="http://www.mri.porto.ucp.pt/en/Incoming/Erasmus-Cooperation-Agreement">http://www.mri.porto.ucp.pt/en/Incoming/Erasmus-Cooperation-Agreement</a>  <b>Course Catalogue:</b> <a href="http://www.porto.ucp.pt/pt/central-oferta-formativa/licenciatura-em-conservacao-e-restauro?oferta=1">http://www.porto.ucp.pt/pt/central-oferta-formativa/licenciatura-em-conservacao-e-restauro?oferta=1</a>
Nicolaus Copernicus University	PL TORUN01	Ewa Derkowska-Rybicka ( <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> )  Malgorzata Kania	

		(kania@umk.pl) International Programmes Office Ul. Gagarina 5, 87- 100 Torun, Poland; tel/fax +48 566114929, tel 611 4928	
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## 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 [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> ] *	Number of student mobility periods  Student Mobility for Studies  Student Mobility for Traineeships *  [total number of months of the study periods]	
PL TORUN01	PLISBOA01	210	Arts / Restorati on	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students for a total of 10 months	0
PLISBOA01	PL TORUN01	210	Arts / Restorati on	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students for a total of 10 months	0

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  Staff Mobility for Training  [total number of days of teaching periods]	
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<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>)

PL TORUN01	PLISBOA01	210	Arts / Restoration	1 or 2 persons for a total of 1 week 8 hours of teaching	0
PLISBOA01	PL TORUN01	210	Arts / Restoration	1 or 2 persons for a total of 1 week 8 hours of teaching	0

### 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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level <sup>2</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
PLISBOA01	221	Portuguese		B1 Portuguese B2 English	B2
PL TORUN01	221	Polish		B1 Polish B2 English	B2 Polish B2 English

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

### D. Additional requirements

#### P LISBOA 01

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: [international@porto.ucp.pt](mailto:international@porto.ucp.pt)  
Our Institution offers each semester a Portuguese language course, A2 level, for international students. We also organize each semester an orientation mandatory week for all Erasmus students.

#### PL TORUN01:

The list of Erasmus coordinators at NCU is available at  
<http://www.umk.pl/en/cooperation/erasmus/coordinators/>

<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>

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-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)

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]
P LISBOA01	June 1 <sup>st</sup>	December 2 <sup>nd</sup>
PL TORUN01	June 1 <sup>st</sup>	November 1 <sup>st</sup>

2. The receiving institution will send its decision within 4 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.
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. 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

**PLISBOA01:** <http://www.porto.ucp.pt/mri/en/StudyinginPorto/GradingSystem/>

#### 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.	

### 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
P LISBOA01	<a href="mailto:international@porto.ucp.pt">international@porto.ucp.pt</a>	<a href="http://www.porto.ucp.pt/mri/en/StudyinginPorto/VisaInsurance/">http://www.porto.ucp.pt/mri/en/StudyinginPorto/VisaInsurance/</a>

	Tel. +351226196286	
PL TORUN01	<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="http://www.biuinternational.com/academics/communications/">http://www.biuinternational.com/academics/communications/</a> Student visa: <a href="http://www.mfa.gov.il/mfa/consularservices/pages/visas.aspx">http://www.mfa.gov.il/mfa/consularservices/pages/visas.aspx</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
P LISBOA01	<a href="mailto:international@porto.ucp.pt">international@porto.ucp.pt</a> Tel. +351226196286	<a href="http://www.porto.ucp.pt/mri/en/StudyinginPorto/VisaInsurance/">http://www.porto.ucp.pt/mri/en/StudyinginPorto/VisaInsurance/</a>
PL TORUN01	<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="http://www.biuinternational.com/academics/communications/">http://www.biuinternational.com/academics/communications/</a>

### 4. Housing


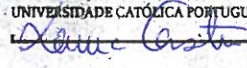

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA01	<a href="mailto:international@porto.ucp.pt">international@porto.ucp.pt</a>	<a href="http://www.porto.ucp.pt/mri/en/StudyinginPorto/Accommodation/">http://www.porto.ucp.pt/mri/en/StudyinginPorto/Accommodation/</a>

	Tel. +351226196286	
PL TORUN01	<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="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>3</sup>
P LISBOA01	Prof. Laura Castro Dean of the School of Arts		<b>CATÓLICA</b> UNIVERSIDADE CATÓLICA PORTUGUESA   PORTO 
PL TORUN01	Prof. Elżbieta Basiul Dean of the Faculty of Fine Arts	10.03.2015	DZIEKAN Wydziału Sztuk Pięknych  Dr hab. Elżbieta Basiul, prof. UMK

<sup>3</sup> Scanned signatures are accepted

