



Erasmus+ Programme

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

Inter-institutional¹ agreement 2016-21² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
MISKOLCI EGYETEM (UNIVERSITY OF MISKOLC) Faculty of Economics	HU MISKOLC01	Faculty Coordinator: Gabor RETHI (Mr), szvregab@uni-miskolc.hu , +36 46 565111 / 1438 Institutional Coordinator: Dr. Zoltán BARTHA (Mr), zolib@hu.inter.net , Institutional Erasmus+ Officer: Erasmus Officer: Edit SZÓKE (Ms), Tel: +36 46 565111/2276 Email: rekszoke@uni-miskolc.hu Address: H-3515 Miskolc-Egyetemvaros, A/4. I./8.	http://www.uni-miskolc.hu/en (university web site), http://gtk.uni-miskolc.hu/eng (faculty web site) Erasmus+ in English: http://erasmus.uni-miskolc.hu/EN

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

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

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

<p>Nicolaus Copernicus University in Toruń</p> <p>Faculty of Economic Sciences and Management</p>	<p>PL TORUN01</p>	<p>International Programmes Office, Nicolaus Copernicus University,</p> <p>ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246, -4788</p> <p>Ewa Derkowska-Rybicka (ewader@umk.pl) – Erasmus Institutional Coordinator (STA , STT)</p> <p>Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students;</p> <p>Marta Wiśniewska (mawi@umk.pl), Marta Błaszczuk (martasio@umk.pl) - outgoing students; Martyna Malec (malec@umk.pl) – traineeships</p> <p>Faculty of Economic Sciences and Management <i>Faculty coordinator:</i> Dr Magdalena Kalińska Exchange Programme Coordinator</p> <p>Barbara Józwik Faculty Coordinator for International Programmes</p> <p>Ul. Gagarina 13a 87-100 Toruń, Poland</p> <p>Phone: +48 56 611 4783 e-mail: erasmus_plus@econ.umk.pl www.econ.umk.pl</p>	<p>http://www.umk.pl/en/ erasmus/students/</p>
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B. Mobility numbers⁵ 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]	TO [Erasmus]	Subject area	Subject area name	Study cycle	Number of student mobility periods
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⁵ – 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>)

code of the sending institution]	code of the receiving institution]	code * [ISCED]	* Business and administration, Economics	[short cycle, 1 st , 2 nd or 3 rd] *	Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
PL TORUN01	HU MISKOLC01	041, 0311	Business and administration, Economics	1 st , 2 nd , 3 rd	3* 5 months (15 months)	
HU MISKOLC01	PL TORUN01	041, 0311	Business and administration, Economics	1 st , 2 nd , 3 rd	3* 5 months (15 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
PL TORUN01	HU MISKOLC01	041, 0311	Business and administration, Economics	1 person / 1 week / 8 hours	
HU MISKOLC01	PL TORUN01	041, 0311	Business and administration, Economics	1 person / 1 week / 8 hours	

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	Optional: Subject area	Language of instruction	Language of instruction	Recommended language of instruction level ⁶ Student Mobility Staff Mobility for
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⁶ 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>

code]	tion 1	tion 2	for Studies	Teaching
			[Minimum recommended level: B1]	[Minimum recommended level: B2]
PL TORUN01		Polish *	English	B2
HU MISKOLC01			English	English B1
				English B2

* The language of instruction at the Nicolaus Copernicus University is Polish. Nevertheless, international students who wish to pursue studies within ERASMUS+ programme may find a number of modules in English. The list of courses in English:
<http://www.econ.umk.pl/532,program.html?lang=2>

Students applying for an Erasmus at NCU should meet the following language requirements: B2 of English (both in writing and speaking). Students should present a language certificate proving their language competences. We accept official proficiency language certificates or "internal" University proficiency tests (certified by a Language Teacher at the Sending Institution - you can download Language proficiency form from here http://www.umk.pl/en/erasmus/downloads/Lg_requirements_Erasmus_plus.pdf). Important! Confirmations by private teachers are not valid.

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:

HU MISKOLC01: Students and staff with disabilities will be accepted and assisted. Buddy-system and orientation day for incoming students. Exchange students can select courses from any faculty. Incoming teaching staff need a letter of acceptance from the host department at University of Miskolc (UoM).

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 Torun.

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. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL TORUN01	June, 1st	November, 1st
HU MISKOLC01	Nomin: 15 May, Appl: 31 May	Nomin: 30 Sept, Appl: 15 Oct

HU MISKOLC01:

Autumn semester: first week of September – middle of December followed by an exam period until the end of January

Spring semester: first week of February – middle of May followed by an exam period until the end of June
Application forms and learning agreements can be sent by e-mail and they are proceeded continuously.
Application forms and LAs signed by the UoM mean acceptance. No separate LOAs are issued unless requested. Signed documents are sent to the partner institution, while students will get Info Packs by e-mail.

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>

2. The receiving institution will send its decision within 5 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 2 weeks after the student passed all exams and submitted the Study Records Sheet to the International Office at the receiving HEI.
4. Termination of the agreement

In case of earlier 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 June of year N will only take effect as of 1 September of year N+1. 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 :

Grading system at **HU MISKOLC01**: The University of Miskolc follows the ECTS scheme, which means that ECTS credits are allocated to course units, lectures, practical work, etc. at each faculty. In ECTS, 60 credits represent one year of study (in terms of workload); normally 30 credits are given for one semester (5 months). 5 - A- excellent, 4 - B - very good, 3 - C - good, 2 - D - satisfactory, 1 - E - pass, 0 - F - fail

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
PL TORUN01	incoming@erasmus.umk.pl Tel. +48 56 611 4928	http://www.umk.pl/en/erasmus/life/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/
HU MISKOLC01	Krisztina Sándor , Erasmus Officer (Incoming), reksando@uni-miskolc.hu	http://konzuliszoigalat.kormany.hu/en http://erasmus.uni-miskolc.hu/EN

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. +48 56 611 4928	http://www.umk.pl/en/erasmus/life/guide/issues/#A2
HU MISKOLC01	Krisztina Sándor , Erasmus Officer (Incoming), reksando@uni-miskolc.hu	www.oep.hu/oepdok/fajlok/e.pdf http://erasmus.uni-miskolc.hu/EN


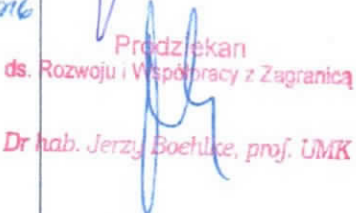
4. Housing

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. +48 56 611 4928	http://www.umk.pl/en/erasmus/life/guide/accommodation/
HU MISKOLC01	Krisztina Sándor , Erasmus Officer (Incoming), reksando@uni-miskolc.hu	http://erasmus.uni-miskolc.hu/EN

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature and stamp ⁷
HU MISKOLC01	Prof. Dr. Tamás Kékesi , Vice-Rector for Research and International Relations	03/05/ 2016	
PL TORUN01	dr hab. Jerzy Boehlke, prof. UMK Dean for Research and Foreign Cooperation	27.04.2016	

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Scanned signatures are accepted