



## Erasmus+ Programme

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

### Inter-institutional agreement 2017-2020 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

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY OF CYPRUS DEPARTMENT OF CHEMISTRY CY NICOSIA01		Erasmus Institutional Coordinator: Mrs Elena Avgoustidou Kyriacou, Acting Director, International Relations Service Tel. +35722894295 E-mail: avgoustidou.elena@ucy.ac.cy	<a href="http://www.ucy.ac.cy">www.ucy.ac.cy</a>
		Name of Academic Coordinator: Agapiou Agapios Tel.: +35722895432 E-mail: agapiou.agapios@ucy.ac.cy	<a href="http://www.ucy.ac.cy/chem/en/">www.ucy.ac.cy/chem/en/</a>
Uniwersytet Mikołaja Kopernika w Toruniu (Nicolaus Copernicus University in Toruń) PL TORUN01 PIC Code 999836619 Faculty of Chemistry		<b>Ewa Derkowska-Rybicka - Head of the IPO</b> International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Torun, Poland; tel/fax. +48 56 6114229, tel. +4856 6114928; ewader@umk.pl <b>Dr hab. Wojciech KUJAWSKI, prof. UMK – Faculty</b> Mobility Coordinator Faculty of Chemistry NCU; ul. Gagarina 7, 87-100 Torun, Poland phone: +48.56 611.43.15; fax: +48.56 611.45.26; <a href="mailto:wojciech.kujawski@umk.pl">wojciech.kujawski@umk.pl</a>	<a href="http://www.umk.pl/en/cooperation/erasmus/">http://www.umk.pl/en/cooperation/erasmus/</a>



**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.

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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
CY NICOSIA01	PL TORUN01	0531	Chemistry	2nd	1 (5 months total)	
				3rd	1 (5 months total)	
PL TORUN01	CY NICOSIA01	0531	Chemistry	2nd	1 (5 months total)	
				3rd	1 (5 months total)	

\*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 [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 *
CY NICOSIA01	PL TORUN01	0531	Chemistry	1 staff member (minimum 8 hours per week)	
PL TORUN01	CY NICOSIA01	0531	Chemistry	1 staff member (minimum 8 hours per week)	



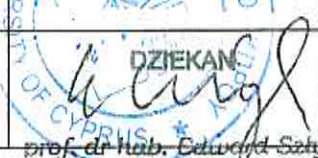



#### Termination of the agreement

In the event of unilateral termination of the current agreement, 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 of the current year will only take effect as of 1 September of next year. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

#### C-F. SEE ANNEX

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
CY NICOSIA01	Mrs Elena Avgoustidou Kyriacou, Acting Director, International Relations Service	12/07/17	 
PL TORUN01	Prof. dr hab. Edward Szytk Dean of Faculty of Chemistry NCU	11/07/17	 DZIEKAN  prof. dr hab. Edward Szytk

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WYDZIAŁ CHEMII  
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### ANNEXES TO INTERINSTITUTIONAL AGREEMENT – PARTS C-F

#### ANNEX I : CY NICOSIA 01: UNIVERSITY OF CYPRUS

##### 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>3</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CY NICOSIA01		Greek (majority of courses)	English (some courses)	B2 English language or B1 Greek language	B2 English language

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

##### D. Additional requirements

CY NICOSIA01 has the infrastructure to welcome students and staff with disabilities.

##### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CY NICOSIA01	1 May for nomination 20 May for application	1 October for nomination 20 October for application



2. CY NICOSIA01: University of Cyprus as the receiving institution will send its decision within 6 weeks.
3. CY NICOSIA01: A Transcript of Records will be issued by the University of Cyprus no later than 5 weeks after the assessment period has finished at the receiving HEI.

## F. Information

### 1. Grading system

#### CY NICOSIA01

At the University of Cyprus the grading system for each unit module is numeric from 0 to 10 rounded to the nearest half unit and a GPA of 5 is the passing grade.

Excellent (Άριστα): 8.5-10

Very Good (Λίαν Καλώς): 6.5-8.49

Good (Καλώς): 5.0-6.49

### 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
CY NICOSIA01	Marina Constantinidou  Tel:+35722894050  Email: <a href="mailto:visa@ucy.ac.cy">visa@ucy.ac.cy</a>	<a href="http://www.ucy.ac.cy/internationalsupport/">http://www.ucy.ac.cy/internationalsupport/</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
CY NICOSIA01	Emma Zeniou, University Officer in charge, Mobility Support Office E-mail: <a href="mailto:erasmus@ucy.ac.cy">erasmus@ucy.ac.cy</a> Tel.: +35722894281	<a href="http://www.ucy.ac.cy/ir/en/erasmus-programme/student-mobility-for-studies/student-incoming-mobility-for-studies">http://www.ucy.ac.cy/ir/en/erasmus-programme/student-mobility-for-studies/student-incoming-mobility-for-studies</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
CY NICOSIA01	Emma Zeniou, University Officer in charge, Mobility Support Office E-mail: <a href="mailto:erasmus@ucy.ac.cy">erasmus@ucy.ac.cy</a> Tel.: +35722894281 Lambrou Christina, University Officer in charge, Housing Office E-mail: <a href="mailto:housing@ucy.ac.cy">housing@ucy.ac.cy</a> Tel.: +35722894031	<a href="http://www.ucy.ac.cy/ir/en/erasmus-programme/student-mobility-for-studies/student-incoming-mobility-for-studies">http://www.ucy.ac.cy/ir/en/erasmus-programme/student-mobility-for-studies/student-incoming-mobility-for-studies</a>  <a href="http://ucy.ac.cy/fmweb/en/organizational-structure/welfare-sector-2/housing-office">http://ucy.ac.cy/fmweb/en/organizational-structure/welfare-sector-2/housing-office</a>

#### Frequently asked questions:

If the agreement is for 2 students for 10 months (example), will you allow 4 students for 5 months each instead?

YES

Are there any restrictions for Erasmus students when it comes to course selection? Are Erasmus students allowed to sign up for courses outside the subject area of the exchange agreement?

Erasmus students must take the majority of their courses from the department with which the exchange agreement exists. Only 1-2 courses selection from other departments is allowed

Are the students required to take a certain number of ECTS credits within the subject area of the agreement?

30 ECTS per semester



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#### ANNEX II: PL TORUN 01, Nicolaus Copernicus University in Torun

##### 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>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL TORUN01	442	Polish	English	B1/B2	B2

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

##### 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)

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 Torun.

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]
PL TORUN01	June, 1st	November, 1st

### 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 **1<sup>st</sup> of June** or **1<sup>st</sup> of November**.

2. The receiving institution will send its decision within 3 weeks.

### 3. 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.

### 4. 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.

## F. Information

### **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.		

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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	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> (+48 56 611 4928)	<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>

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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	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> (+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>



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

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> (+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>

#### Frequently asked questions:

If the agreement is for 2 students for 10 months (example), will you allow 4 students for 5 months each instead?

YES/NO

Are there any restrictions for Erasmus students when it comes to course selection? Are Erasmus students allowed to sign up for courses outside the subject area of the exchange agreement?

YES/NO, IF YES PLEASE EXPLAIN

Are the students required to take a certain number of ECTS credits within the subject area of the agreement?

30 ECTS per semester