Erasmus+ Programme

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

Inter-institutional[1] agreement

2017/2018 – 2020-2021[2]
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)
University of Pécs Faculty of Law represented by Prof. Dr. József Bódis Rector address: 7622 Pécs, Vasvári P. u. 4. institutional ID: FI 58544 VAT number: 15329798-2-02 bank account: Hungarian State Treasury10024003-	HU PECS01	Institutional Erasmus coordinator: Ms. Judit Németh Centre for International Relations Address: 7622 Pécs, Vasvári Pál u. 4. Hungary nemeth.judit@pte.hu tel.+3672 501 500/12411 fax. +36 72 501 626	http://erasmus.pte.hu
		Administrative (Faculty) Erasmus coordinator: Dr. Gábor Mészáros meszaros.gabor@ajk.pte.h	www.lsbu.ac.uk

[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

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Nicolaus Copernicus University of Torun International Programmes Office, ul. Gagarina 11, 87100 Torun, Poland	**PL TORUN01**	Institutional Erasmus coordinator: Ewa Derkowska-Rybicka International Programmes Office, Nicolaus Copernicus University ul. Gagarina 11, 87-100 Toruń tel/fax +48 56 6114929; tel. 611 4928,- 2246, - 4788	Erasmus incoming information: http://www.umk.pl/en/era smus/ Lecture catalogue: http://www.umk.pl/en/era smus/courses/
		Administrative (Faculty) coordinator: Joanna Hajduk krasowska@umk.pl tel. +48 56 61140 25	General information: http://www.law.umk.pl/ind ex.php?lang=#39 Courses in English: http://www.law.umk.pl/ind ex.php?lang=en@551
		Academic (Departmental) coordinator: Dr Piotr Chrzczonowicz pch@umk.pl tel. +48 56 611 40 38 fax: +48 56 611 40 02 Vice dean for Science and International relations Prof. Dr. hab. Bozena Gronowska bogro@law.umk.pl tel. +48 56 669701470 fax +48 56 611 40 02	

B. Mobility numbers[5] 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, 1st, 2nd or 3rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
HU PECS01	PL TORUN01	0421	law	1st, 2nd, 3rd	2x5 months (10 in total)	-
PL TORUN01	HU PECS01	0421	law	1st, 2nd, 3rd	2x5 months (10 in total)	-

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 *
HU PECS01	PL TORUN01	0421	law	3x5 day	-
PL TORUN01	HU PECS01	0421	law	3x5 day	-

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]	Optiona l: Subject area	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level[6]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HU PECS01		HU	EN	B2	B2
PL TORUN01		PL	EN	B2	B2

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

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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

D. Additional requirements

HU PECS01:

- Selection process: the partner university is kindly requested to ensure that the language proficiency of the outgoing student(s) is a minimum B2.
- UP welcomes students and staff with disabilities and provides information and assistance. Learn more at http://erasmus.pte.hu
- Services for incoming students:
  - Orientation Day is organized for international students each semester where students get information about the university in general, administrative issues, student activities, the Hungarian language course, and other services.
  - The ESN mentor system ensures the acculturation of foreign students by organizing a series of cultural and leisure activities.
  - Hungarian language (and culture) courses are offered for incoming students during the semesters
- For the implementation of STA/STT-mobilities, a letter of invitation – issued by an UP contact person – is required.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HU PECS01	Nomination deadline: 1 May; Application deadline for incoming students: 15 May	Nomination deadline: 1 November; Application deadline for incoming students: 15 November
PL TORUN01	June, 1st	November, 1st

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 4 weeks** after the assessment period has finished at the receiving HEI.

4. Termination or modification of the agreement

   The inter-institutional agreement may be terminated by either party. The agreement will remain in effect until one party notifies the other of its wish to terminate. This should be done in writing, and 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. The agreement can be cancelled activities can be added to it, and changes in mobility data can be made annually provided they are communicated **before January 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

HU PECS01

Code of Studies and Examinations: Section 48. (1) Assessment of student performance can be carried out according to:

a) a five-grade scale: excellent (5), good (4), satisfactory (3), pass (2), fail (1),

b) a three-grade scale: excellent (5), satisfactory (3), fail (1). (2)162 The student shall not earn credit points in case his/her performance is assessed by fail (1) in the five-grade scale and fail (1) in the three-grade scale, further, if the performance of the student could not be assessed and in the academic records the note 'not completed' is registered

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
HU PECS01	nemeth.judit@pte.hu +36 72 501 500/12411	http://erasmus.pte.hu
PL TORUN01	incoming@erasmus.umk.pl tel. +48 65 611 4928	http://www.umk.pl/en/erasmus/life/guide/issues/A#1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/

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:

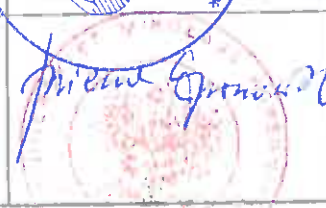| Institution [Erasmus code]	Contact details (email, phone)	Website for information
HU PECS01	nemeth.judit@pte.hu +36 72 501 00/12411	http://erasmus.pte.hu
PL TORUN01	incoming@erasmus.umk.pl +48 56 611 4928	http://www.umk.pl/en/erasmus/life/guide/issues/#A1

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:
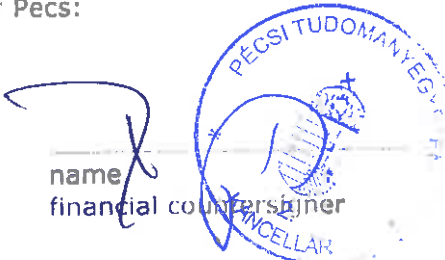
Institution [Erasmus code]	Contact details (email, phone)	Website for information
HU PECS01	arvai.peter@pte.hu +36 72 501 00/12419	http://erasmus.pte.hu
PL TORUN01	incoming@erasmus.umk.pl +48 56 611 4928	http://www.umk.pl/en/erasmus/life/guide/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature and Seal[7]
HU PECS01	Prof. Dr. József Bódis Rector	29.06.2017.	
PL TORUN01	Prof. Dr. hab. Bożena Gronowska Vice dean for Science and International Co-operation	14 June 2017	

Countersigners for University of Pécs:

name
professional countersigner

name
financial countersigner

Jenei Zoltán
kancellár