



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2017/2018-2020/2021<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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>4</sup> (email, phone)	Website (eg. of the course catalogue)
„Alexandru Ioan Cuza” University of Iasi	<b>RO IASI02</b>	Prof. dr. <b>Henri LUCHIAN</b> Vice-Rector for International Relations Erasmus Institutional Coordinator	<a href="http://www.uaic.ro">www.uaic.ro</a>
Faculty of Biology Department of Biology		Lecturer dr. <b>Gabriel PLAVAN</b> , Erasmus Coordinator Faculty of Biology Bd. Carol I, no. 20 A Iasi, 700506, Romania Tel. +40 232 201525 <a href="mailto:gabriel.plavan@uaic.ro">gabriel.plavan@uaic.ro</a>	<a href="http://www.uaic.ro/uaic/bin/view/Academic/Biologie?language=en">http://www.uaic.ro/uaic/bin/view/Academic/Biologie?language=en</a>
Department of International Relations		<b>Ioana Pastinaru</b> European Programmes Office Bd. Carol I no. 11, Iasi 700506, Romania Tel. +40 232 201021 Fax: +40 232 201201 <a href="mailto:ioana.pastinaru@uaic.ro">ioana.pastinaru@uaic.ro</a>	<i>Erasmus incoming students:</i> <a href="http://www.uaic.ro/uaic/bin/view/Cooperation/incomingstudents">http://www.uaic.ro/uaic/bin/view/Cooperation/incomingstudents</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

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

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

Uniwersytet Mikołaja Kopernika w Toruniu  (Nicolaus Copernicus University in Toruń)	PL TORUN01	International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246, -4788 Ewa Derkowska-Rybicka ( <a href="mailto:ewader@umk.pl">ewader@umk.pl</a> ) – Erasmus Institutional Coordinator (STA , STT) Małgorzata Grudzińska ( <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> ) - incoming students; Marta Wiśniewska ( <a href="mailto:mawi@umk.pl">mawi@umk.pl</a> ), Marta Błaszczuk ( <a href="mailto:martaslo@umk.pl">martaslo@umk.pl</a> ) - outgoing students; Martyna Malec ( <a href="mailto:malec@umk.pl">malec@umk.pl</a> ) – traineeships Paulina Gyrkow e-mail: <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Collegium Medicum in Bydgoszcz (medical sciences): International Programmes Department ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91	ERASMUS incoming information:  <a href="http://www.umk.pl/en/erasmus/">http://www.umk.pl/en/erasmus/</a>  Lecture catalogue:  <a href="http://www.umk.pl/en/erasmus/courses/">http://www.umk.pl/en/erasmus/courses/</a>  Semester dates:  <a href="http://www.umk.pl/en/erasmus/downloads/">http://www.umk.pl/en/erasmus/downloads/</a>
The Faculty of Biology and Environmental Protection	PL TORUN01	Faculty coordinator: dr hab. Marcin Koprowski <a href="mailto:koper@umk.pl">koper@umk.pl</a>	<a href="https://www.biol.umk.pl/">https://www.biol.umk.pl/</a>

## B. Mobility numbers<sup>5</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  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *

<sup>5</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>)

RO IASI02	<b>PL TORUN01</b>	421	Biology	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2 (20 months)	2 (6 months)
<b>PL TORUN01</b>	RO IASI02	421	Biology	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2 (20 months)	2 (6 months)

[\*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 *
RO IASI02	<b>PL TORUN01</b>	421	Biology	2 (14 days)	1x5days
<b>PL TORUN01</b>	RO IASI02	421	Biology	2 (14 days)	1x5days

### 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>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
RO IASI02		English		B1	English B2
<b>PL TORUN01</b>		Polish	English	B2 no certificate required	B2 no certificate required

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

<sup>6</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>

## D. Additional requirements

### PL TORUN01:

The list of Erasmus coordinators at NCU is available at <http://www.umk.pl/en/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](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/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](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]
RO IASI02	August, 1 <sup>st</sup>	December, 1 <sup>st</sup>
PL TORUN01	June, 1st	November, 1st

[\* to be adapted in case of a trimester system]

### RO IASI02:

Partner institutions should send nominations by email to [erasmus@uaic.ro](mailto:erasmus@uaic.ro).

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

**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>

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 6 weeks.

**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.

**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**

**RO IASI02:**

UAIC uses ECTS for transfer and accumulation. The ECTS credit is a notional, averaged unit of 28 hours of student workload for passing a course (contact hours, any form of individual study). Each degree curriculum has 30 ECTS per semester; each course having 5 ECTS at Bachelor level or between 6-10 ECTS at Master level. Each department individually establishes the number of course credits based on its weight regarding the standard workload students need in order to achieve the expected learning results. Credits are awarded only if the student fulfils all the requirements necessary for passing.

Please visit the UAIC website for further details:

<http://www.uaic.ro/uaic/bin/view/Cooperation/ErasmusRecognitionprocedures>

**Grades:** The Romanian grading scale runs from 1 to 10 and the marks have the following meanings: 1-4 fail, 5-6 sufficient, 7 satisfactory, 8 good, 9 very good, 10 excellent. Recommended ECTS grades: 1-4 = **F**, 5-6 = **E**, 7 = **D**, 8 = **C**, 9 = **B**, 10 = **A**.

**P** stands for Participation, i.e. the student has successfully and regularly attended the course.

**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.

<b>Uniwersytet Mikołaja Kopernika w Toruniu</b>		<b>ECTS</b>	
<b>Grade</b>	<b>Grade</b>	<b>Predicate</b>	
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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
RO IASI02	IASI County Immigration Service, str. Mihai Costăchescu nr. 6, Iași Tel.: +40 232 302315 / 302322 Fax. +40 232 302315	<a href="http://ori.mai.gov.ro/detalii/pagina/en/Residence-registration/63">http://ori.mai.gov.ro/detalii/pagina/en/Residence-registration/63</a> <a href="http://ori.mai.gov.ro/contact/form/ro/iasi/25">http://ori.mai.gov.ro/contact/form/ro/iasi/25</a>
	<i>Erasmus office</i> <i>Alexandru Ioan Cuza</i> <i>University</i> <a href="mailto:erasmus@uaic.ro">erasmus@uaic.ro</a> Tel. +40 232 201113	<a href="http://www.uaic.ro/uaic/bin/view/Cooperation/registrationpolice">http://www.uaic.ro/uaic/bin/view/Cooperation/registrationpolice</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.umk.pl/en/erasmus/life/guide/issues/#A1">http://www.umk.pl/en/erasmus/life/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>

### **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
RO IASI02	Erasmus office Alexandru Ioan Cuza University <a href="mailto:erasmus@uaic.ro">erasmus@uaic.ro</a> Tel. +40 232 201113	<a href="http://www.uaic.ro/uaic/bin/view/Cooperation/Insurance">http://www.uaic.ro/uaic/bin/view/Cooperation/Insurance</a>
<b>PL TORUN01</b>	<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/erasmus/life/guide/issues/#A2">http://www.umk.pl/en/erasmus/life/guide/issues/#A2</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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
RO IASI02	Erasmus office Alexandru Ioan Cuza University <a href="mailto:erasmus@uaic.ro">erasmus@uaic.ro</a> Tel. +40 232 201113	<a href="http://www.uaic.ro/uaic/bin/view/Cooperation/accomodation">http://www.uaic.ro/uaic/bin/view/Cooperation/accomodation</a> (accommodation form to be downloaded from this link)
<b>PL TORUN01</b>	<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/erasmus/life/guide/accommodation/">http://www.umk.pl/en/erasmus/life/guide/accommodation/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
<b>RO IASI02</b>	<b>Assoc. Prof. Dr. Lăcrămioara IVĂNESCU, Dean, Faculty of Biology</b>	20/11/2017	
<b>PL TORUN01</b>	Prof. dr hab. Werner Ulrich Dean of the Faculty of Biology and Environmental Protection	17/11/2017	

<sup>7</sup> Scanned signatures are accepted