



Erasmus+ Programme

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

Inter-institutional agreement 2017/18-2020/21 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	Erasmus code	Contact details	Website
Paris Lodron Universität Salzburg (University of Salzburg) PIC: 999868047	A SALZBUR01	Institutional Coordinator: International Office Sigmund Haffner Gasse 18 5020 Salzburg Austria Bilateral Agreements and Outgoing Students: Mag. Irina VELIZ, Tel.: +43 662 8044-2045 erasmus-outgoing@sbg.ac.at Incoming Students and Staff Mobility: Dipl. Geogr. Petra HÖPFNER, Tel.: +43 662 8044-2044 erasmus-incoming@sbg.ac.at	www.uni-salzburg.at Course Catalogue: https://online.uni-salzburg.at/plus_online/webnav.ini <u>Information for Incoming students:</u> http://www.uni-salzburg.at/index.php?id=45349&L=1 (English) http://www.uni-salzburg.at/index.php?id=45349&L=0 (Deutsch)
Department of Slavonic Studies/ Faculty of Cultural and Social Sciences	A SALZBUR01	Departmental Coordinator: Mag. Elzbieta Tabaka elzbieta.tabaka@sbg.ac.at +43 (0)662 8044 - 4514 Erzabt Klotz Straße 1, 5020 Salzburg	https://www.uni-salzburg.at/index.php?id=118&MP=200731-200747%2C118-44805

TORUN01	SALZBUR01		Philological Sciences		(2 students x 5 months)	
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Staff Mobility (STA and STT)

FROM	TO	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
A SALZBUR01	PL TORUN01	023	Languages and Philological Sciences	10 (2 teachers x 5 days)	Upon individual request
PL TORUN01	A SALZBUR01	023	Languages and Philological Sciences		

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	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
				Student Mobility for Studies	Staff Mobility for Teaching
A SALZBUR01		German	English	B 2	C 1
PL TORUN01		Polish	English	B2	B2

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

¹ 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

A SALZBUR01:

- <http://uni-salzburg.at/index.php?id=23802&MP=23802-45350>
- **Disabilities:** The University of Salzburg welcomes students with disabilities. More information: <http://www.uni-salzburg.at/index.php?id=105&MP=105-45424>

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

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 Toruń.

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	Autumn term	Spring term
A SALZBUR01	30 June	30 November
PL TORUN01	June, 1 st	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/erasmus/students/applying/application>

The online application should be submitted by the students by the **1st of June** or **1st 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.

A SALZBURG01: A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished and provided through the intranet platform PLUSonline. Each student can print out the transcript of records personally.

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.	

A SALZBUR01:

Austrian grading scheme	Definition
1	EXCELLENT: Outstanding performance
2	GOOD: Generally good, but with some errors
3	SATISFACTORY: Generally sound work with a number of substantial errors
4	SUFFICIENT: Performance meets the minimum criteria
successfully completed	Positive performance, where a strict differentiation is not adequate
5	UNSATISFACTORY: Substantial improvement necessary; requirement of further work
not completed	Negative performance, where a strict differentiation is not adequate

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	Contact details	Website for information
A SALZBUR01	erasmus-incoming@sbg.ac.at Tel: +43-662-8044-2044	https://oead.at/en/to-austria/entry-residence-and-employment/
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+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/

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	Contact details	Website for information
A SALZBUR01	erasmus-incoming@sbg.ac.at Tel: +43-662-8044-2044	https://oead.at/en/to-austria/entry-residence-and-employment/insurance/ http://www.uni-salzburg.at/index.php?id=23802&L=1&MP=23802-45350;
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/erasmus/life/guide/issues/#A2


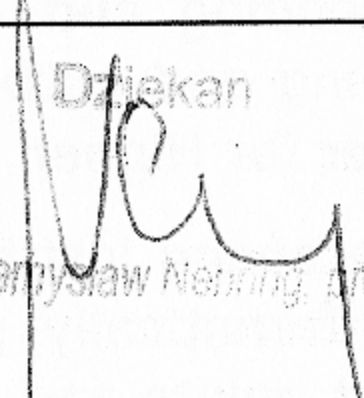
4. Housing

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	Contact details	Website for information
A SALZBUR01	erasmus-incoming@sbg.ac.at Tel: +43-662-8044-2044	http://www.uni-salzburg.at/index.php?id=23788&MP=23788-45355 https://housing.oead.at/en/
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/erasmus/life/guide/accommodation/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature ²
A SALZBUR01	Ao. Univ-Prof. Dr. Sylvia Hahn Vice-Rector International Relations and Communication	04/09/2017	 p.p. Mag. Irina Veliz, Erasmus Inst. Coord.
PL TORUN01	Prof. Przemysław Nehring Dean of the Faculty of Languages	12/09/17	 Dr hab. Przemysław Nehring, prof. UMK

² Scanned signatures are accepted