Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional agreement 2018-2021
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 (email, phone)	Website (eg. of the course catalogue)
Nicolaus Copernicus University in Toruń	PL TORUN01	**Institutional Coordinator:** **Ewa Derkowska-Rybicka** (ewader@umk.pl) – Erasmus Institutional Coordinator (STA , STT) **Małgorzata Grudzińska** (incoming@erasmus.umk.pl) - incoming students; placements, **Marta Wiśniewska** (mawi@umk.pl), **Marta Błaszczyk** (martaslo@umk.pl) - outgoing students; placements **Faculty coordinators:** *Travel and Tourism:* dr hab. **Przemysław Charzyński** (pecha@umk.pl); *History & Archeology:* dr hab. **Marcin Pawlak** (felix@umk.pl) *History of Art:* dr **Franciszek Skibiński** (franek_skibinski@umk.pl)	ERASMUS incoming information: http://www.umk.pl/en/cooperation/erasmus/ Lecture catalogue: http://www.umk.pl/en/cooperation/erasmus/students/study/ Semester dates: http://www.umk.pl/en/cooperation/guide/calendar/ Faculty coordinator website: https://sites.google.com/site/charzynskiprzemyslaw/
Università degli Studi di Verona Institutional Coordinator Prof. Lidia Angeleri Departmental Coordinator(s) *Prof. Attilio Mastrocinque* at the Department of: Culture e Civiltà	I VERONA01	Postal address: International Relations Office University of Verona Via dell'Artigliere 8 37129 VERONA - Italy Tel: +39/045/8028358 E-mail: relazioni.internazionali@ateneo.univr.it International Relations Office is in Via S. Francesco 22, Verona	Web page: http://www.univr.it Course Catalogue: http://www.univr.it/main?ent=catalogoofferta&page=catalogoOfferta

B. Mobility numbers[1] 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 November__ in the preceding academic year.

Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]*	Subject area name	Study cycle (please tick as appropriate) 1st	2nd	3rd	Number of students and mobility periods Students	Months per student	Total number of months
I VERONA01	PL TORUN01	220	Humanities	yes	yes	yes	2	9	18
		1015 (16.2 - 812)	Travel, tourism and leisure	yes	yes	yes	2	9	18
PL TORUN01	I VERONA01	1015 (16.2 - 812)	Travel, tourism and leisure	yes	yes	-	2	9	18
		220	Humanities	yes	yes	yes	2	9	18

*ISCED 2013: http://ec.europa.eu/education/tools/isced-f_en.htm

Staff Mobility for Teaching

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 Number of Teachers	Duration in number of weeks	Number of teaching hours per week
I VERONA01	PL TORUN01	1015, 220	Travel, Tourism and Leisure, Humanities	2	1 per teacher	8 hours
PL TORUN01	I VERONA01	1015, 220	Travel, Tourism and Leisure, Humanities	2	1 per teacher	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 code]	Language of instruc-tion 1	Language of instruction 2	Recommended language of instruction level[2] Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]

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[1] 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)

[2] 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

PL TORUN01	Polish	English	B1	B2
I VERONA01	Italian	English or other EU languages (Please refer to the Course Catalogue for the list of available modules)	B1 (Please refer to the Course Catalogue for possible higher language levels required for specific modules)	B2

D. Additional requirements

Student Mobility for Studies

Receiving institution [Erasmus code]	Minimum Number of Credits to be included in the study plan	Available Courses or Modules in the Faculty or Department(s)	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
I VERONA01	30 per semester	Culture e Civiltà	Yes (to be agreed previously on a case to case basis)	Yes
PL TORUN01	20 per semester	Faculty of Earth Sciences : http://geo.umk.pl/studenci-geo/program-erasmus/english-taught-subjects Faculty of Humanities: http://www.hum.umk.pl/courses-for-erasmus-students-201718/ Faculty of History: http://www.wnh.umk.pl/erasmus2017.pdf	Yes (to be agreed previously on a case to case basis)	Yes

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 Please send nominations at least week before the deadline by e-mail to: incoming@erasmus.umk.pl)	November, 1st Please send nominations at least week before the deadline by e-mail to: incoming@erasmus.umk.pl)
I VERONA01	July 1st Please send nominations at least two weeks before the deadline by e-mail to: relazioni.internazionali@ateneo.univr.it	December 1st Please send nominations at least two weeks before the deadline by e-mail to: relazioni.internazionali@ateneo.univr.it

I VERONA01 & PL TORUN01

1. Once nominated by their Home Institutions students will receive a personal link in order to fill in the APPLICATION FORM ONLINE to register at the University of Verona.

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 5 weeks after the assessment period has finished at the receiving HEI.

F. Information

1. Grading systems of the institutions

Receiving institution [Erasmus code]	ECTS Link
I VERONA01	http://www.univr.it/main?ent=catdoc&id=763&idDest=1&sServ=142&serv=29&ssServ=26&lang=en > Useful Documents
PL TORUN01	*(see table below)*

Nicolaus Copernicus University		ECTS	
Grade		Grade	Predicate
		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) erasmus@cm.umk.pl	http://www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/
I VERONA01	International Relations Office relazioni.internazionali@ateneo.univr.it	http://www.univr.it/main?ent=catdoc&id=763&idDest=1&sServ=142&serv=29&ssServ=26&lang=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/cooperation/guide/issues/#A2

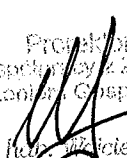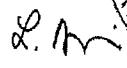|	erasmus@cm.umk.pl	
I VERONA 01	International Relations Office relazioni.internazionali@ateneo.univr.it	http://www.univr.it/main?ent=catdoc&id=763&idDest=1&sServ=142&serv=29&ssServ=26&lang=en

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) erasmus@cm.umk.pl	http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation http://www.umk.pl/en/cooperation/guide/accommodation/
I VERONA 01	International Relations Office relazioni.internazionali@ateneo.univr.it	http://www.univr.it/main?ent=catdoc&id=963&uo=61&lang=it

G.   SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[3]
PL TORUN01	Professor Wojciech Wysota Vice-Rector for International Cooperation and Economic Environment Liaison		Prorektor ds. Współpracy z Zagranicą Otoczenia Gospodarczym prof. dr hab. Wojciech Wysota
I VERONA01	Prof. Lidia Angeleri Delegato del Rettore all'Internazionalizzazione	03/05/2017	Prof.ssa Lidia Angeleri Delegato del Rettore per l'Internazionalizzazione

Institutional stamps:

PL TORUN01	I VERONA01

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[3] Scanned signatures are accepted