



**The University of Ioannina**

## Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

**Inter-institutional<sup>1</sup> agreement 2018/19-2020/21**

between programme countries

[Minimum requirements]<sup>2</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>3</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Nicolaus Copernicus University in Toruń</b>  <b>Faculty of Economic Sciences and Management</b>	<b>PL TORUN01</b>	Vice-Rector for International Cooperation and Economic Environment Liaison Prof. dr hab. Wojciech Wysota E: <a href="mailto:prorektor-Wysota@umk.pl">prorektor-Wysota@umk.pl</a>  Department coordinator: Prof. Aldona Glińska-Noweś E: <a href="mailto:ajka@econ.umk.pl">ajka@econ.umk.pl</a> E: <a href="mailto:international.econ@umk.pl">international.econ@umk.pl</a>	<a href="http://www.umk.pl/">http://www.umk.pl/</a>  <a href="https://www.econ.umk.pl/en/">https://www.econ.umk.pl/en/</a>
<b>University of Ioannina</b>  <b>Department of Economics</b>	<b>G IOANNIN01</b>	Institutional Coordinator: Prof. A. Fotopoulos Deputy Rector E. <a href="mailto:afotopou@uoi.gr">afotopou@uoi.gr</a>  Agreement initiator and Departmental Coordinator: Assist. Prof. Athanassios Stavrakoudis, T. +30-265-100-5935 E. <a href="mailto:astavrak@uoi.gr">astavrak@uoi.gr</a>	<a href="http://www.uoi.gr">http://www.uoi.gr</a>  <a href="http://bit.ly/EcUoler">http://bit.ly/EcUoler</a> <a href="http://bit.ly/EconEr">http://bit.ly/EconEr</a>

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

<sup>2</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		International & Public Relations Directorate: GR45110 Ioannina, Greece, T. +30-265-100-7107, 7520, E. erasmus@uoi.gr, dsiamopu@cc.uoi.gr	<a href="http://erasmus.uoi.gr">http://erasmus.uoi.gr</a>
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## B. MOBILITY NUMBERS<sup>4</sup> PER ACADEMIC YEAR

[Paragraph to be added, if the agreement is signed for more than one 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-F 2013]	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
PL TORUN01	G IOANNIN01		Economics	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> §	3 students x 5 months	0/0
G IOANNIN01	PL TORUN01		Economics	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> §	3 students x 5 months	0/0

[§ MSc or PhD students - 2nd or 3rd cycle - preparing their thesis can only benefit from the mobility provided they have reached an individual agreement with a supervisor at the host University]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED-F 2013]	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 *
PL TORUN01	G IOANNIN01		Economics	1 STA for 8 hours (within 1 week)	Only upon individual agreement
G IOANNIN01	PL TORUN01		Economics	1 STA for 8 hours (within 1 week)	Only upon individual agreement

<sup>4</sup> Mobility numbers can be given per sending/receiving institutions and per education field

\* ISCED 2013, [http://ec.europa.eu/education/resources/international-standard-classification-education-fields\\_en](http://ec.europa.eu/education/resources/international-standard-classification-education-fields_en)

## 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>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL TORUN01	Economics	Polish	English	B2	B2
G IOANNIN01	Economics	Greek	English	EN: B1 (certificate required)	EN: 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].

## D. ADDITIONAL REQUIREMENTS

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

### 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 Toruń.

Contact: an English speaking psychologist [counselling@erasmus.umk.pl](mailto:counselling@erasmus.umk.pl)

<sup>5</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>

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.

### G IOANNINO1:

**Student services:** Students are provided with three meals per day (full board), totally *free of charge* at our Students' Restaurant.

**ESN Ioannina:** ESN Ioannina is a very active student body and provides help and assistance to all incoming students both prior and during their stay in Ioannina. Nominated students are advised to contact ESN Ioannina the soonest possible at [esn.ioannina@yahoo.gr](mailto:esn.ioannina@yahoo.gr)

**Language of Instruction:** The language of instruction is English and Greek. Adequate Library material is in English and hence no student has any problems in finding literature and any other material required. Almost all, if not all, people at the University and in the country in general speak English and nobody should have any communication problems. However, this presupposes that the student's *proficiency in the English language is at an adequate level* (B1 - proof of sufficient level of competence in the English language should be submitted). In exceptional cases, other languages (i.e. French for Economic History courses) may be used as the working language (however, this has to be specifically agreed upon before the student's arrival).

**Thesis Students:** Students (MSc or PhD level) doing their thesis work must find an appropriate supervisor and submit research proposal before any learning agreement can be signed.

**Greek Language Courses:** All Erasmus students may follow courses in Greek language at the Center for the Study of the Hellenic Language and Culture (*free of charge*). Applications are submitted upon arrival.

Finally, Uoi welcomes students with disabilities. The necessary individual arrangements need to be discussed well in advance (10 months prior to arrival) – International Relations Office: [mtzima@uoi.gr](mailto:mtzima@uoi.gr)

## E. CALENDAR

### 1. ACADEMIC CALENDAR

Receiving institution [Erasmus code]	Autumn term* [date]	Spring term* [date]
PL TORUNO1	Early October – Mid February	Mid February – Late June
G IOANNINO1	Early October – Mid February	Mid February – Late June

### 2. APPLICATIONS/INFORMATION ON NOMINATED STUDENTS MUST REACH THE RECEIVING INSTITUTION BY:

Receiving institution [Erasmus code]	Autumn term* [date]	Spring term* [date]
PL TORUNO1	June 1	November 1
G IOANNINO1	Nomination: 15th June for the 1st semester (commencing early October) or the full academic year	Nomination: 30th November for the 2nd semester (commencing mid-February)

#### PL TORUNO1:

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 1st of June or 1st of November.

The receiving Institution will send its decision within 6 weeks.

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:** In the event of unilateral termination, 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 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

## **G IOANNIN01:**

All nominations should be sent by e-mail to Mrs Maria Tzima, mtzima@uoi.gr, erasmus@uoi.gr. A reply will be sent within 1-6 weeks after receipt of nomination.

Nominations of incoming Erasmus students will only be accepted by the Erasmus office (or International Relations Office) of the student's home University (the latest by 15<sup>th</sup> June or 30<sup>th</sup> November, as stated above).

An official nomination by the student's home University should be sent by e-mail to mobilite@econ.uoi.gr, mtzima@uoi.gr, erasmus@uoi.gr, and should provide at least the following information:

- (i) Name and surname of the incoming student
- (ii) Gender
- (iii) Home University and country
- (iv) Bilateral Agreement through which the proposed mobility will be realized
- (v) Mobility scheme (whether studies or placement)
- (vi) Cycle of studies (whether undergraduate, postgraduate, PhD)
- (vii) Year of study (1st, 2nd, etc)
- (viii) Field of studies
- (ix) 1<sup>st</sup> or 2<sup>nd</sup> semester 2013/14 (the duration of studies, and thus stay at the University of Ioannina, is defined by the academic calendar below)
- (x) Contact information (valid e-mail address, valid tel. number)

The receiving Institution will send its decision within 6 weeks of the application deadline.

A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI.

**Termination of the agreement:** In the event of unilateral termination, 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 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "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**

*[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>6</sup>. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]*

#### **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.

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<sup>6</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

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.	

### G IOANNIN01:

The grading scale of the University of Ioannina runs from 0-10, with 0-4.9 being 'Fail', 5 – 6.4 being 'Good', 6.5 – 8.4 being 'Very Good' and 8.5 – 10 'Excellent'.

## 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	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a>	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A1">http://www.umk.pl/en/cooperation/guide/issues/#A1</a>  <u>Polish Ministry of Foreign Affairs</u> <a href="http://www.msz.gov.pl/en/travel_to_poland/">www.msz.gov.pl/en/travel_to_poland/</a>
G IOANNIN01	International Relations Office: E. <a href="mailto:erasmus@uoi.gr">erasmus@uoi.gr</a> , <a href="mailto:mtzima@uoi.gr">mtzima@uoi.gr</a> T. +30-265-100-7520	<a href="http://erasmus.uoi.gr">http://erasmus.uoi.gr</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
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a>	<a href="http://www.umk.pl/en/cooperation/guide/issues/#A2">http://www.umk.pl/en/cooperation/guide/issues/#A2</a>

<b>G IOANNIN01</b>	International Relations Office: E. erasmus@uoi.gr, mtzima@uoi.gr T. +30-265-100-7520	<a href="http://erasmus.uoi.gr">http://erasmus.uoi.gr</a>
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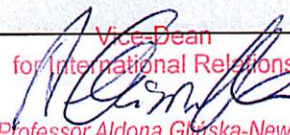


#### 4. HOUSING

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
<b>PL TORUN01</b>	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a>	<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>
<b>G IOANNIN01</b>	International Relations Office: E. erasmus@uoi.gr, mtzima@uoi.gr T. +30-265-100-7520	<a href="http://erasmus.uoi.gr">http://erasmus.uoi.gr</a>

#### G. SIGNATURES OF THE INSTITUTIONS (LEGAL REPRESENTATIVES, OR DELEGATES E.G. FACULTY DEANS, INSTITUTIONAL COORDINATORS)

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
<b>PL TORUN01</b>	Dr hab. Aldona Glińska-Noweś, prof. UMK  Vice-Dean for International Relations	07.05.2018	 Vice-Dean for International Relations Professor Aldona Glińska-Noweś
<b>G IOANNIN01</b>	Prof. George Kapsalis Rector E. pryntania@cc.uoi.gr T. +30/26510/07446, 07448 F. +30/26510/07200	16/05/2018	 

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