



Erasmus+ Programme

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

Inter-institutional agreement 2017-2021 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	PL TORUN01	Faculty of Economic Sciences and Management Prof. Aldona Glińska-Noweś Address: ul. Gagarina 13a, 87-100 Toruń Phone: (+48 56) 611-47-83 Email: ajka@econ.umk.pl	https://www.umk.pl/en/
Coventry University	UK COVENTR02	Institutional Coordinator: Albina Szeles Centre for Global Engagement [CGE] Student Centre, 1 Gulson Road, Coventry, CV1 2HJ Tel: +442477659209 get.cge@coventry.ac.uk	www.coventry.ac.uk

B. Mobility numbers 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 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration]	Student Mobility for Traineeships
UK COVENTR02	PL TORUN01	--	--	--	--	--
PL TORUN01	UK COVENTR02	--	--	--	--	--

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
UK COVENTR02	PL TORUN01	0488	Business and Law	2 x 5 days	1 x 5 days
PL TORUN01	UK COVENTR02	0488	Business and Law	2 x 5 days	1 x 5 days
UK COVENTR02	PL TORUN01	0313	Psychology and Behavioural Sciences	2 x 5-30 days	1 x 5 days
PL TORUN01	UK COVENTR02	0313	Psychology and Behavioural Sciences	2 x 5-30 days	1 x 5 days

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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL TORUN01	UK COVENTR02	English	Polish	B2 EN	B2 EN
UK COVENTR02	PL TORUN01	English	--	B2 EN	EN- B2

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

D. Additional requirements

For all incoming and outgoing students and staff we offer individual counselling and help as well as the buddy programme for students.

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	1 st June	1 st November
UK COVENTR02	15 th May	15 th October

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

- The receiving institution will send its decision within 8/9 weeks.
- A Transcript of Records will be issued by the receiving institution no later than 10 weeks after the final assessment period has finished at the receiving HEI.
- The contract automatically expires with the end of the academic year of each of the contracting partners. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

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. 0048566114928	http://umk.pl/en/erasmus/life/guide/issues/#A1
UK COVENTR02	Email: welfare.io@coventry.ac.uk Telephone: +44 (0)24 7765 2151	http://www.coventry.ac.uk/international-students-hub/current/immigration/

3. Insurance

The sending and receiving institutions will provide assistance, when required, 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. 0048566114928	http://umk.pl/en/erasmus/life/guide/issues/#A2
UK COVENTR02	Remains the responsibility of the staff member/student	


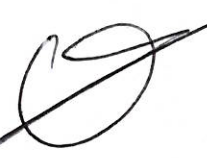
4. Housing

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. 0048566114928	http://umk.pl/en/erasmus/life/guide/accommodation/
UK COVENTR02	For University Halls Enquiries Email: unihalls@futurelets.co.uk For Private Accommodation Enquiries Email: enquiries@futurelets.co.uk	http://www.coventry.ac.uk/study-at-coventry/student-support/accommodation/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
PL TORUN01	Professor A. Glińska-Noweś Vice-Dean for International Relations		 Vice-Dean for International Relations Professor Aldona Glińska-Noweś
UK COVENTR02	Dr David Pilsbury Deputy Vice Chancellor		

¹ Scanned signatures are accepted