



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021 **between programme countries²**

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 details³ (email, phone)	Website (eg. of the course catalogue)
Uniwersytet Mikołaja Kopernika w Toruniu (<i>Nicolaus Copernicus University in Torun</i>)	PL TORUN01	International Programmes Office Nicolaus Copernicus University ul. Gagarina 11 87-100 Torun, Poland tel/fax. +48 566114929 tel. +48 56 6114928, 6112246 Marta Wiśniewska <Marta.Wisniewska@umk.pl> – Erasmus Institutional Coordinator (STA, STT) Katarzyna Fus (incoming@erasmus.umk.pl) – incoming students, placements Martyna Malec – outgoing students	ERASMUS incoming information: https://www.umk.pl/en/erasmus/ Lectures catalogue: https://www.umk.pl/en/erasmus/courses/

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

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

Faculty of Political Science and Security Studies		malec@umk.pl Faculty coordinator: Michal Piechowicz, PhD piechowicz@umk.pl ul. Batorego 39L 87-100 Torun	Courses for international students: http://www.umk.pl/en/erasmus/courses/
Vasil Levski National Military University (Natsionalen Voenen Universitet "Vasil Levski")	BG VELIKO02	Assoc. Prof. Diana Timova, PhD Erasmus+ University Coordinator 76 Bulgaria Blvd. BG-5006 Veliko Tarnovo tel: 00359-62-618822 int.62398 fax: 00359-62-618899 email: diana.timova@nvu.bg	University home page http://www.nvu.bg/en Course Catalogue http://www.nvu.bg/en/node/470

B. Mobility numbers⁴ 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]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods Student Mobility for Studies Student Mobility for Traineeships * [total number of months of the study periods or average duration*]	
BG VELIKO02	PL TORUN01	313	Political sciences and civics	1 st , 2 nd 3 rd	2 students/10 months	--
		316	International Relations		2 students / 5 months	
		103	Security Services			
		1031	Military and defence			

⁴ 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>)

PL TORUN01	BG VELIKO02	313	Political sciences and civics	1 st , 2 nd	2 students/5 months (sum)	---
		316	International Relations			

[*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 *
BG VELIKO02	PL TORUN01	313	Political sciences and civics	2 x 5 days	
		316	International Relations		
		103	Security Services		
		1031	Military and defence		

PL TORUN01	BG VELIKO02	1031	Security services;	2 x 5 days	2 x 5 days
		1032	Military and defence		
			Protection of persons and property		
		313	Political sciences and civics		
		316	International Relations		

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 ⁵	
				Student Mobility for Studies	Staff Mobility for Teaching
				[Minimum recommended level: B1]	[Minimum recommended level: B2]
PL TORUN01		English		B2	B2
BG VELIKO02		English	other	Level B1	Level B2

D. Additional requirements

BG VELIKO02:

<http://www.nvu.bg/en/node/470>

⁵For 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>

Infrastructure to welcome students and staff with disabilities: only visitors with small scale of disability - individual support.

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 1 Application and nomination deadline	November 1 Application and nomination deadline
BG VELIK002 - mobilities of students (study) - mobilities of students (traineeship)	not available all year round	December all year round

2. The receiving institution will send its decision within 2 weeks.

3. Issue of the Transcript of Records

BG VELIK002: Examination Sheet allow to take exam. On base of examination sheet we prepare Transcript of Records. ToR will be issued by the receiving institution after examination session - no later than one week after the assessment period has finished at the receiving HEI. Originals we send by post to university – student get email with scan version.

4. Termination of the agreement

The involved institutions agree on the procedure for modifying or terminating the inter-institutional agreement. In the event of termination, a notice of at least one academic year should be given. 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

Grading Scale at the Nicolaus Copernicus University: The following scale is used for all types of evaluations/examinations:

NCU follows the ECTS scheme, which mean 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 field is based on the 5 to 2 scale, where 5 is the best mark and 2 is the worst mark.

Moreover, students can also be marked with additional sign of +. It means half of point.

NCU Grade	ECTS Grade	Predicate
5	A	Excellent
4.5	B	Very good
4	C	Good
3.5	D	Satisfactory
3	E	Sufficient
2	F	Fail

BG VELIKO02: Grading Scale in Bulgarian high education institutions (universities, colleges and high schools) is based on the following grades of five numbers as 6 is being the highest possible mark students can get.

National Grade (2-6)	Numeric Value **	Transliteration English	ECTS Grade
6	5.50–6.00	Excellent	A
5	4.50–5.49	Very Good	B
4	3.50–4.49	Good	C
3	3.00–3.49	Fair	D
2	2.00–2.99	Fail	F
–	–	passed	

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: (**not necessary, both partners are members of the European Union**).

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL TORUN01	Katarzyna Fus (incoming students) incoming@erasmus.umk.pl	http://www.umk.pl/en/erasmus/students/applying/application/
BG VELIKO02	erasmus@nvu.bg 00359-62-618888	http://www.nvu.bg/en/node/470 http://www.mfa.bg/setlang/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	Katarzyna Fus (incoming students) incoming@erasmus.umk.pl	http://www.umk.pl/en/erasmus/students/applying/application/
BG VELIKO02	erasmus@nvu.bg 00359-62-618889	http://www.nvu.bg/en/node/470

Students from EU member states should have a European Health Insurance Card.



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	Katarzyna Fus (incoming students) incoming@erasmus.umk.pl	http://www.umk.pl/en/erasmus/students/applying/application/
BG VELIKO02	erasmus@nvu.bg 00359-62-618889	http://www.nvu.bg/en/node/470

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
PL TORUN01	Dr hab. Zbigniew Karpus, prof. UMK Dean Faculty of Political Science and Security Studies	23.09.2019	DZIEKAN  dr hab. Zbigniew Karpus, prof. UMK
BG VELIKO02	Assoc. Prof. Diana Timova, PhD Erasmus+ University Co-ordinator	05.08.19	D. Timova 

⁶Scanned signatures are accepted