



# Erasmus + Programme

## Key Action 1

### - Mobility for learners and staff - Higher Education Student and Staff Mobility

## Inter-institutional agreement 2019-2021 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)
<b>UNIVERSIDAD DEL PAÍS VASCO/ EUSKAL HERRIKO UNIBERTSITATEA (UPV/EHU)</b>	<b>E BILBAO01</b>	<b>Junkal Gutierrez,</b> <b>Director for International Mobility</b> Edificio Biblioteca Central, 2ª pl. Barrio Sarriena s/n 48940 LEIOA – (BIZKAIA) – SPAIN Phone: +34 94 601 2165 Fax: +34 94 601 3590 <a href="mailto:directora.internacional@ehu.es">directora.internacional@ehu.es</a>  <b>Bilateral Agreements,</b> <b>International Relations Office</b> Vicerrectorado de Coordinación y Relaciones Internacionales Edificio Ignacio Mª Barriola – 1ª planta Plaza Elhuyar, 1 // 20018 DONOSTIA-SAN SEBASTIAN (GIPUZKOA) – SPAIN Tel.: +34 943 018136 Fax: +34 943018230: <a href="mailto:agreements.international@ehu.es">agreements.international@ehu.es</a>	<a href="http://www.relaciones-internacionales.ehu.es">http://www.relaciones-internacionales.ehu.es</a>
FACULTY OF ENGINEERING BILBAO		<b>Charles PINTO</b> Vice dean of International Relations. Faculty of Engineering in Bilbao Plaza Ingeniero Torres Quevedo, 1 – 48013 Bilbao. SPAIN.	<a href="https://www.ehu.eus/en/web/ingeniaritza-bilbo/mugikortasuna">https://www.ehu.eus/en/web/ingeniaritza-bilbo/mugikortasuna</a>



		Phone: +34 94 6014014 Fax: +34 94 6013939 Email: <a href="mailto:charles.pinto@ehu.es">charles.pinto@ehu.es</a> ; <a href="mailto:ingenieria.internacional@ehu.eus">ingenieria.internacional@ehu.eus</a>	
<b>UNIWERSYTET MIKOŁAJA KOPERNIKA W TORUNIU</b>  <b>(NICOLAUS COPERNICUS UNIVERSITY IN TORUŃ)</b>	<b>PL TORUN01</b>	Department of International Cooperation, Nicolaus Copernicus University in Toruń, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 - 4928, -2246, -4788  <b>Marta Wiśniewska</b> ( <a href="mailto:mawi@umk.pl">mawi@umk.pl</a> ) - Erasmus Institutional Coordinator (STA , STT)  <b>Małgorzata Grudzińska</b> ( <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> ) - incoming students <b>Katarzyna Fus</b> ( <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> ) - incoming students <b>Agnieszka Polewczyńska</b> ( <a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> ) - incoming students  <b>Marta Błaszczuk</b> ( <a href="mailto:outgoing@erasmus.umk.pl">outgoing@erasmus.umk.pl</a> ) - outgoing students, placements <b>Martyna Malec</b> ( <a href="mailto:outgoing@erasmus.umk.pl">outgoing@erasmus.umk.pl</a> ) ( <a href="mailto:placement@erasmus.umk.pl">placement@erasmus.umk.pl</a> ) - outgoing students, outgoing/incoming placements	ERASMUS incoming information:  <a href="http://www.umk.pl/en/erasmus/">http://www.umk.pl/en/erasmus/</a>  Lecture catalogue:  <a href="http://www.umk.pl/en/erasmus/courses/">http://www.umk.pl/en/erasmus/courses/</a>  Semester dates:  <a href="http://www.umk.pl/en/erasmus/downloads/">http://www.umk.pl/en/erasmus/downloads/</a>
		Collegium Medicum in Bydgoszcz (medical sciences): Department of Projects and International Cooperation ul. Jagiellońska 13 85-067 Bydgoszcz tel. (52) 585-36-91  <b>Paulina Gyrkow</b> e-mail: <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> <b>Aleksandra Laskowska</b> e-mail: <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a>	<a href="http://www.cm.umk.pl/en/">http://www.cm.umk.pl/en/</a>
Faculty of Physics, Astronomy and Informatics		Erasmus coordinator: <b>Jacek Zakrzewski</b> PhD, DSc. Institute of Physics, ul. Grudziadzka 5/7 87-100 Toruń Poland	<a href="http://www.fizyka.umk.pl">www.fizyka.umk.pl</a>



## B. Mobility numbers<sup>1</sup> 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.

### Student Mobility (SMS)

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 <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 *
E BILBAO01	PL TORUN01	071	Engineering and engineering trades	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students x 6 months	
PL TORUN01	E BILBAO01	071	Engineering and engineering trades	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students x 6 months	

### Staff Mobility (STA and STT)

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 *
E BILBAO01	PL TORUN01	071	Engineering and engineering trades	7 days	7 days
PL TORUN01	E BILBAO01	071	Engineering and engineering trades	7 days	7 days

<sup>1</sup> 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>)



### 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]
E BILBAO01	071	Spanish	English	B1 Spanish or English	B2 Spanish or English
PL TORUN01	071	Polish	English	B2	B2

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

### D. Additional requirements

The UPV/EHU has a Disabled People's Service (<http://www.ikasleak.ehu.es/p202-shdischm/en/>) who works in the three campuses to attend to the needs of the university population with disabilities, taking into account each person's individual circumstances.

### E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
E BILBAO01	Nomination deadline: June 15 <sup>th</sup>	Nomination deadline: November 15 <sup>th</sup>
	Application deadline: July 1 <sup>st</sup>	Application deadline: December 1 <sup>st</sup>
PL TORUN01	June, 1 <sup>st</sup>	November, 1 <sup>st</sup>

2. The receiving institution will send its decision within 6 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

This agreement will take effect in the 2019 academic year being valid for a period of 2 years, and will be tacitly renewed for further identical periods.



The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

- I. Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, 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. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.

- II. Termination of the agreement will not be penalised.

*"Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."*

#### **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 **1<sup>st</sup> of June** or **1<sup>st</sup> 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.

#### **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

**E BILBAO01:** (<http://www.ehu.es/en/web/nazioarteko-harremanak/en-grading-system-information>)

ECTS grading scale:

ECTS*	Local Mark	Local Grade	Definition
A	9,0 – 10	Sobresaliente	EXCELLENT
B	8,0 – 8,9	Notable	VERY GOOD
C	7,0-7,9	Notable	GOOD
D	6,0 – 6,9	Aprobado	SATISFACTORY
E	5,0-5,9	Aprobado	SUFFICIENT
FX-F	0 - 4,9	Suspenso	FAIL
	NP	No Presentado	INCOMPLETE. The student did not sit in the exam or did not hand in the assignments
*Approximate correspondence of Marks with ECTS scale. For information purposes only.			

ECTS credits:

one semester	one full academic year
30 ECTS credits	60 ECTS credits

#### 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.	



## 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
E BILBAO01	Ministerio de Asuntos Exteriores y Cooperación	<a href="http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx">http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx</a> Further assistance: <a href="mailto:helpcentre4.internacional@ehu.es">helpcentre4.internacional@ehu.es</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. Toruń campus (+48 56 611 4928) <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	<a href="http://www.umk.pl/en/erasmus/life/guide/issues/#A1">http://www.umk.pl/en/erasmus/life/guide/issues/#A1</a> Polish Ministry of Foreign Affairs <a href="http://www.msz.gov.pl/en/travel_to_poland/">www.msz.gov.pl/en/travel_to_poland/</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
E BILBAO01	<a href="#">European Commission (Employment, Social Affairs &amp; Inclusion)</a>	<ul style="list-style-type: none"><li>• <a href="http://ec.europa.eu/social/main.jsp?catId=559">http://ec.europa.eu/social/main.jsp?catId=559</a></li><li>• <a href="http://www.ehu.eus/en/web/nazioarteko-harremanak/en-medicalinsurance">http://www.ehu.eus/en/web/nazioarteko-harremanak/en-medicalinsurance</a></li><li>• Further assistance: <a href="mailto:helpcentre4.internacional@ehu.es">helpcentre4.internacional@ehu.es</a></li></ul>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. Toruń campus (+48 56 611 4928) <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)	<a href="http://www.umk.pl/en/erasmus/life/guide/issues/#A2">http://www.umk.pl/en/erasmus/life/guide/issues/#A2</a>





#### 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
E BILBAO01	Campus of Biscay (Bilbao): <a href="mailto:helpcentre3.internacional@ehu.es">helpcentre3.internacional@ehu.es</a>	<a href="http://www.ehu.eus/en/web/nazioa/rteko-harremanak/en-your-first-nights">http://www.ehu.eus/en/web/nazioa/rteko-harremanak/en-your-first-nights</a>
PL TORUN01	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Tel. Toruń campus: +48 56 611 4928 <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Tel. Collegium Medicum in Bydgoszcz: +48 52 585 3691	<a href="http://www.umk.pl/en/erasmus/life/guide/accommodation/">http://www.umk.pl/en/erasmus/life/guide/accommodation/</a>

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
E BILBAO01	Junkal Gutierrez, Director for International Mobility	28/08/2019	
PL TORUN01	The Dean of Faculty of Physics, Astronomy and Informatics: Prof. dr hab. Włodzimierz Jaskólski	02/09/2019	 DZIEKAN Prof. dr hab. Włodzimierz Jaskólski UNIwersytet M. Kopernika Dziekan Wydziału Fizyki, Astronomii i Informatyki Stosowanej ul. Grudziądzka 5/7, 87-100 TORUŃ tel. 611-32-49, 611-32-81 (310)

<sup>2</sup> Scanned signatures are accepted