



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional agreement 2014/2015 – 2020/21 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 ERASMUS+ INSTITUTION CODE	ADMINISTRATIVE CONTACT	ACADEMIC CONTACT	WEBSITE
TOMAS BATA UNIVERSITY IN ZLÍN Faculty of Humanities	<p>Contact person: Ing. Miroslava Cedidlová Address: Náměstí T. G. Masaryka 5555, 760 01 Zlín, Czech Republic Phone: +420 57 603 2200, fax: +420 57 603 2708, E-mail: cedidlova@rektorat.utb.cz</p>	<p>Contact person: Mgr. Lenka Drábková, Ph.D. Vice-dean Address: Tomas Bata University, Faculty of Humanities, Mostní 5139, 760 01 Zlín, Czech Republic Phone: +420 724 646 739, +420 57 603 20 30 E-mail: drabkova@fhs.utb.cz</p>	<p>www.utb.cz</p>
UNIWERSYTET MIKOLAJA KOPERNIKA TORUN	<p>International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246 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 Błaszczak (martasb@umk.pl) - outgoing students; placements Collegium Medicum in Bydgoszcz (medical sciences):</p>	<p>Faculty coordinator: Dr Paweł Zalewski p.zalewski@cm.umk.pl</p>	<p>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/ Collegium Medicum http://www.cm.umk.pl/en/</p>

	International Programmes Department ul. M. Curie Skłodowskiej 9, 85-067 Bydgoszcz tel. (52) 585-36-91 Paulina Gyrkow e-mail: erasmus@cm.umk.pl	
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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.

1. Student mobility

FROM (Erasmus code of the sending Institution)	TO (Erasmus code of the receiving Institution)	ISCED Code	SUBJECT AREA Name	LEVEL - CYCLE			STUDENT MOBILITY	
				1st	2nd	3rd	For Study Student Number (=sum)	For Traineeship Student Number (=sum)
CZ ZLIN01	PL TORUN01	723	Nursing, Midwifery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	10
PL TORUN01	CZ ZLIN01	723	Nursing, Midwifery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	10

2. Staff mobility

FROM (Erasmus code of the sending Institution)	TO (Erasmus code of the receiving Institution)	ISCED Code	SUBJECT AREA Name	STAFF MOBILITY		
				For teaching Number of Staff	Teaching days	For training Number of Staff Working days
CZ ZLIN01	PL TORUN01	723	Nursing, Midwifery	2	10	
PL TORUN01	CZ ZLIN01	723	Nursing, Midwifery	2	10	

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	STUDENT MOBILITY	STAFF MOBILITY
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INSTITUTION (Erasmus code)	1 st language of instruction Common European Framework of Reference for Languages (CEFR)			2 nd language of instruction Common European Framework of Reference for Languages (CEFR)			Language for teaching or training Common European Framework of Reference for Languages (CEFR)		
	Name	Minimum recommended level	Certification	Name	Minimum recommended level	Certification	Name	Minimum recommended level	Certification
CZ ZLIN01	Czech	A1 <input checked="" type="checkbox"/> A2 <input type="checkbox"/> B1 <input type="checkbox"/> B2 <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	English	A1 <input type="checkbox"/> A2 <input type="checkbox"/> B1 <input checked="" type="checkbox"/> B2 <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	English	A1 <input type="checkbox"/> A2 <input type="checkbox"/> B1 <input checked="" type="checkbox"/> B2 <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/>	English
PL TORUN01	English	A1 <input type="checkbox"/> A2 <input type="checkbox"/> B1 <input checked="" type="checkbox"/> B2 <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		A1 <input type="checkbox"/> A2 <input type="checkbox"/> B1 <input type="checkbox"/> B2 <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	English	A1 <input type="checkbox"/> A2 <input type="checkbox"/> B1 <input checked="" type="checkbox"/> B2 <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/>	English

D. Information about additional requirements and disabilities

RECEIVING INSTITUTION AREA (Erasmus coc (ISCED code)	SUBJECT AREA	ADDITIONAL REQUIREMENTS	FACILITIES FOR DISABILITY
CZ ZLIN01	All subject areas	Student Application Form and Learning Agreement + copy of student ID, Transcript of Records, CV	upon individual agreement
PL TORUN01		<p>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.</p> <ul style="list-style-type: none"> 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/ <p>Contact: International Programmes Office in Toruń, +48 56 6114928 incoming@erasmus.umk.pl International Programmes Department in Bydgoszcz, +48 52 5853691 erasmus@cm.umk.pl</p> <p>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.</p> <p>Contact: an English speaking psychologist counselling@erasmus.umk.pl</p> <ul style="list-style-type: none"> 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. 	

E. Calendar

- Applications/information on nominated students must reach the receiving institution by

RECEIVING INSTITUTION

I Term

II Term

(Erasmus code)		From		To		From		To	
CZ ZLIN01	Study period (exams included)	September	December/January	February	May/June	Application period	June 1	November 1	
	Application period	October	January/February	February	June				
PL TORUN01	Study period (exams included)	October	January/February	February	June	Application period	June, 1 st	November, 1 st	
	Application period	June, 1 st		November, 1 st					

2. Documents related to the mobility

RECEIVING INSTITUTION/STUDENT ACCEPTANCE (Erasmus code)		TRANSCRIPT OF RECORDS ¹		RENEWAL OF THE AGREEMENT ²	
CZ ZLIN01	PROCEDURE	Learning Agreement confirmed by receiving institution: Letter of Acceptance		Sent by post to the sending institution – International Office	
	TIMELINE	Within three weeks after deadline		Within one month from student departure/ end of semester	
PL TORUN01	PROCEDURE	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		Sent by post to the sending institution – International Office	
	TIMELINE	The online application should be submitted by the student by the 1 st of June or the 1 st 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

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

¹ 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.

² 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 1st 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."

RECEIVING INSTITUTION
(Erasmus code)

DETAILS

WEBSITE

CZ ZLIN01

The grading scale is from A – F (FX). Courses are evaluated with ECTS.

<http://www.utb.cz/~want-to-study/ects-credit-allocation-based-on-the-student-workload>

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.

GRADES: The Student Exchange Office recommends the following grading equivalency table:

Uniwersytet Mikolaj 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:

RECEIVING INSTITUTION
(Erasmus code)

CONTACT DETAILS

WEBSITE

CZ ZLIN01

Phone: +420 576 032 213
Email: dkoupilova@rektorat.utb.cz

<http://www.utb.cz/international/exchange-incoming-students>

PL TORUN01

incoming@erasmus.umk.pl
Tel. Toruń campus
(+48 56 611 4928)
erasmus@cm.umk.pl
Tel. Collegium Medicum in Bydgoszcz
(+48 52 585 3691)

<http://www.umk.pl/en/cooperation/guide/issues/#A1>
Polish Ministry of Foreign Affairs
www.ms.gov.pl/en/travel_to_poland/

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:

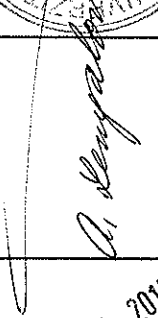

RECEIVING INSTITUTION (Erasmus code)		CONTACT DETAILS	WEBSITE
CZ ZLIN01	Phone: +420 576 032 213 Email: dokoupilova@rektorat.utb.cz		http://www.utb.cz/international/exchange-incoming-students
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)		http://www.umk.pl/en/cooperation/guide/issues/#A2

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:

RECEIVING INSTITUTION (Erasmus code)		CONTACT DETAILS	WEBSITE
CZ ZLIN01	Phone: +420 576 032 213 Email: dokoupilova@rektorat.utb.cz		http://www.utb.cz/international/accommodation
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928) erasmus@cm.umk.pl Tel. Collegium Medicum in Bydgoszcz (+48 52 585 3691)		http://www.umk.pl/en/cooperation/erasmus/students/application/#Accommodation http://www.umk.pl/en/cooperation/guide/accommodation/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

INSTITUTION (Erasmus code)	FUNCTION	NAME	DATE	SIGNATURE	STAMP
CZ ZLIN01	Dean of the Faculty of Humanities	doc. Ing. Anežka Lengálová, Ph.D.	23-01-2014		
PL TORUN01	Dean of the Faculty Health Sciences	Prof. dr hab. Kornelia Kędziora-Kornatowska	15.01.2014	