



Erasmus+ Programme

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

Inter-institutional¹ agreement 2018/19-2019/20 between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
University of Ostrava Faculty of Arts Department of Slavonic Studies Department of History	CZ OSTRAVA02	Erasmus Coordinator: Mgr. Kamila Danihelková 116, 1. NP, Building R Dvořákova 7, Moravská Ostrava Tel: +420 597 09 1015 Email:	http://ff.osu.eu/index.php?kategorie=35194 http://ff.osu.cz/index.php?kategorie=69&id=8781

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.

Department of Art History		<p>kamila.danihelkova@osu.cz Faculty Coordinator: Ing. Lada Gotwaldová D111, 6. NP, Buiding D Reální 5, Moravská Ostrava Tel: +420 597 09 1806 Email: lada.gottwaldova@osu.cz</p>	
<p>Uniwersytet Mikołaja Kopernika w Toruniu <i>(Nicolaus Copernicus University in Toruń)</i></p>	PL TORUN01	<p>Department of International Cooperation, <i>Nicolaus Copernicus University in Toruń</i></p> <p>ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611-4928, -2246, -4788</p> <p>Marta Wiśniewska (mawi@umk.pl) -Erasmus Institutional Coordinator (STA, STT)</p> <p>Małgorzata Grudzińska (incoming@erasmus.umk.pl) - incoming students</p> <p>Katarzyna Fus (incoming@erasmus.umk.pl) - incoming students</p> <p>Marta Błaszczuk (outgoing@erasmus.umk.pl) -outgoing students, placements</p> <p>Martyna Malec (outgoing@erasmus.umk.pl) (placement@erasmus.umk.pl) outgoing students, outgoing/incoming placements</p>	<p>ERASMUS incoming informatory: http://www.umk.pl/en/erasmus/</p> <p>Lecture catalogue: http://www.umk.pl/en/erasmus/courses</p> <p>Semestr dates http://www.umk.pl/en/erasmus/downloads</p>
Faculty of History	PL TORUN01	<p><i>Faculty coordinator:</i> Dr hab. Marcin Pawlak (felix@umk.pl) Ul. Bojarskiego 1, 87-100</p>	

		Toruń Tel. +48 65 611 3759	
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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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
PL TORUN01	CZ OSTRAVA02	0231	Languages		1x5 months	Only by individual agreement
		0222	History		1x5 months	
CZ OSTRAVA02	PL TORUN01	0231	Languages		1x5 months	Only by individual agreement
		0222	History		1x5 months	
			History of Arts		1x5 months	

*[*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.]*

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>)

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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
PL TORUN01	CZ OSTRAVA02	0231	Languages	1x5 days	Only by individual agreement
		0222	History	2x5 days	
CZ OSTRAVA02	PL TORUN01	0231	Languages	1x5 days	Only by individual agreement
		0222	History	2x5 days	
			History of Arts	1x5 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 ⁵	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
PL TORUN01	0231		English		B2
	0222	Polish		Polish-B2	
CZ OSTRAVA02	0232		English	English-B2	B2
	0222	Polish		Polish-B2	

⁵ 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 more details on the language of instruction recommendations, see the course catalogue of each institution [*Links provided on the first page*].

D. Additional requirements

CZ OSTRAVA02:

- **CZ OSTRAVA02** offers assistance to welcome students and staff with disabilities. Detailed information is available at <http://pyramida.osu.cz/index.php?id=158>
- **PL TORUN01:**
The list of Erasmus coordinators at NCU is available at <http://www.umk.pl/en/erasmus/coordinators/>

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, 1st	November, 1st
CZ OSTRAVA02	31 May (nominations for the winter semester)	31 October (nominations for the summer semester)

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

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 give on <http://www.imk.pl/en/erasmus/students/applying/application>

The online application should be submitted by the students by the **1st of June or 1st 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 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.

CZ OSTRAVA02: Transcripts of Records are issued by the International Office immediately after the examination period and handed to the incoming students before their departure

4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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

CZ OSTRAVA02:

The grading system for Bachelor's and Master's degree programmes are evaluated on a six-point scale shown in the table below, letter and numerical grades are given. Grades are given for examinations results and for meeting course requirements. Courses without examinations are given "zapocet".

Points	Examination (Alphabetical six-point scale)	Examination (Numerical six-point scale)	Subject pass without examination
91 – 100	A	1	Pass
81 – 90	B	1.5	
71 – 80	C	2	
61 – 70	D	2.5	
51 – 60	E	3	
0 – 50	F	4	Fail

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 / Fall
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
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/erasmus/life/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel-to-poland/
CZOSTRAVA 02	Lada Gottwaldová Reální 5 Ostrava 702 00 Czech Republic Email: lada.gottwaldova@osu.cz	http://www.mzv.cz/jnp/en/information-for-aliens/index.html

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	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/erasmus/life/guide/issues/#A2
CZ OSTRAVA02	Lada Gottwaldová Reální 5 Ostrava 702 00 Czech Republic Email: lada.gottwaldova@osu.cz	http://www.osu.eu/index.php?kategorie=2&id=8270

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. Toruń campus (+48 56 611 4928)	http://www.imk.pl/en/erasmus/life/guide/accommodation/
CZ OSTRAVA02	Lada Gottwaldová Reální 5 Ostrava 702 00 Czech Republic Email: lada.gottwaldova@osu.cz	http://koleje.osu.eu/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature⁶
PL TORUN01	Prof. Stanisław Roszak Dean of the Faculty of History		
CZ OSTRAVA02	Doc. Mgr. Robert Antonín, Ph.D. Dean of the Faculty of Arts		

⁶ Scanned signatures are accepted

