



UNIVERSIDAD
DE MÁLAGA

Erasmus+ Programme

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

Inter-institutional agreement 2018/2019-2020/2021 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)
UNIVERSIDAD DE MÁLAGA FACULTAD DE CC DE LA EDUCACION	E MALAGA01	International Office Lilian Barranco, International Relations and Cooperation Unit, Aulario Rosa de Gálvez, Bulevar Louis Pasteur, 35. Campus de Teatinos, 29071 Málaga. Tel.: +34 952 134144, Fax: +34 952 132971, e-mail: lbarranco@uma.es Faculty / School Coordinator: CIVILA SALAS, AMPARO CONSUELO, 952 13 42 53, acs@uma.es Academic Tutor MANCILA, IULIA - imancil@uma.es	http://www.uma.es http://www.uma.es/relaciones-internacionales/

UNIVERSITY OF BIALYSTOK	PL BIALYST04	International Cooperation Office erasmus@uwb.edu.pl , incoming@uwb.edu.pl Phone/Fax: +48 857457089 Erasmus Institutional Coordinator: dr hab. Anna Piszcz, prof. UwB piszcz@uwb.edu.pl Departmental Coordinators: dr Tomasz Prymak t.prymak@wp.pl mgr Marta Kuczyńska m.kuczynska@uwb.edu.pl	http://uwb.edu.pl/international-cooperation-office
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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 November 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
E MALAGA01	PL BIALYST04	0011	Education	1	3 X 5 = 15	_____
PL BIALYST04	E MALAGA01	0011	Education	1	3 X 5 = 15	_____

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	Staff Mobility for Training
E MALAGA01	PL BIALYST04	011	Education	1 X 5 days (8 hours)	2 X 5 days
PL BIALYST04	E MALAGA01	011	Education	1 X 5 days (8 hours)	2 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]	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 MALAGA01	SPANISH	Some courses are offered in ENGLISH https://www.uma.es/media/files/Courses in English 1819.pdf	B1	B2
PL BIALYST04	Polish for all programs	English for courses offered to exchange students	English B1	English B2

No certification is requested.

For more details on the language of instruction recommendations
<http://www.uma.es/relaciones-internacionales/cms/menu/movilidad-estudiantes/europa/erasmus-recibidos/>

D. Additional requirements

E MALAGA01

Home institution has to provide the International Relations and Cooperation Office with the "Nomination of incoming Erasmus students selected" to study at the University of Málaga. Nomination is essential for acceptance.

UMA can only accept the number of students stipulated in the actual inter-institutional agreement.

UMA cannot accept Erasmus students from areas of study different from those stipulated in the actual inter-institutional agreement.

Some modules have limited places (especially in the Faculty of Languages and Humanities). Different options for modules/subjects should be considered.

No hard copies are required for application forms or learning agreements (online procedure for both documents).

The University of Málaga has the infrastructure to welcome students and staff with disabilities. Acceptance and further arrangements need to be agreed in advance.

PL BIALYSTOK04

- Local mentors will help incoming students with practical issues like opening a bank account, registration procedures etc.
- Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/facilities available. Please contact International Cooperation Office in order to get more information.

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 MALAGA01	Nominations: 1 st June* Applications forms: 30 th June*	Nominations: 1 st November* Application forms: 30 th November*
PL BIALYST04	June 30 th	November 30 th

*Medicine, Health Sciences and Fine Arts students only 1st / 30th June for 1st and 2nd semester and full academic year.

2. E MALAGA01

The receiving institution will send its decision within a number of weeks depending on the date of the reception of the official nomination of students selected. Nevertheless it will always be by the 30th June/November.

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The receiving institution will send its decision within **six weeks**.

3. E MALAGA01

A Transcript of Records will be issued by the International Relations and Cooperation Office no later than 5 weeks after the assessment period has finished at UMA. (Exception: in some cases 1st semester student's transcripts will be issued within 7 weeks).

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A Transcript of Records will be issued by the receiving institution no later than **four 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

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

This agreement will take effect in the xxxx academic year being valid until the end of the two year contract period starting 2020 (thus 2022).

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.
- 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.

F. Information

1. Grading systems of the institutions

The grading system used by Spanish universities is based on specific attainment levels, rather than on a numerical scale or statistical basis. It should be noted that the mark, 'Matrícula de Honor', which is the highest grade, is rarely given.

Spanish denomination	English denomination	Local Scale (0-10)	ECTS Grade
Matrícula de Honor	First Class with Distinction	10 Matrícula de Honor	A
Sobresaliente	First Class	9-10	A
Notable	Second Class	7-8'9	B, C
Aprobado	Pass Mark	5-6'9	D, E
Suspenso	Fail	0-4'9	FX, F
No presentado	Fail	0	F

PL BIALYST04 - <http://uwb.edu.pl/grading-system> (English version)

In case of additional questions, please contact Erasmus Coordinator.

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 MALAGA01	International Relations and Cooperation Office erasmusincoming@uma.es +34 952134283	https://www.uma.es/relaciones-internacionales/cms/menu/erasmus/incoming-students/student-visa/
PL BIALYSTO4	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089	http://uwb.edu.pl/international-cooperation-office (English version)

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 MALAGA01	International Relations and Cooperation Office erasmusincoming@uma.es +34 952134283	https://www.uma.es/relaciones-internacionales/cms/menu/erasmus/incoming-students/student-guides/
PL BIALYSTO 4	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089	http://uwb.edu.pl/international-cooperation-office (English version)

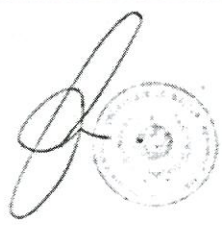

4. Housing

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 MALAGA01	Welcome to UMA alojamiento@uma.es +34 952132562/6566	https://www.uma.es/welcome-uma/info/113740/alojamiento/?set_language=en
PL BIALYST04	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089	http://uwb.edu.pl/international-cooperation-office (English version)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
E MALAGA01	Prof. Susana Cabrera Yeto Vice-Rector of Internationalization	28/03/2019	
PL BIALYST04	dr hab. Mariusz Popławski, prof. UwB Vice-Rector for Development and International Cooperation	16.04. 2019	

¹ Scanned signatures are accepted

