



Erasmus+ Programme

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

Inter-institutional¹ agreement 2015 – 2021² between programme countries

[Minimum requirements]³

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 PIC	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
Katholische Universität Eichstätt-Ingolstadt	D EICHSTA01 PIC: 997154666	<i>Institutional Coordinator:</i> Dr. Martin Groos, MBA, International Office, Ostenstraße 26, 85072 Eichstätt, Germany, intoff@ku.de , +49 8421 93 21593 <i>Departmental Coordinator:</i> Prof. Dr. Janusz Surzykiewicz, janusz.surzykiewicz@ku.de Faculty of Religious Education	http://campus.ku.de/studienangebot/

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

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

University of Bialystok	PL BIALYST04 PIC: 999847483	International Programmes and Relations Office erasmus@uwb.edu.pl , incoming@uwb.edu.pl Phone/Fax: +48 857457089 Erasmus Institutional Coordinator: dr hab. Anna Piszcz , piszcz@uwb.edu.pl Departmental Coordinators: Agata Butarewicz-Głowacka, a.butarewicz@uwb.edu.pl Ewa Keпа, e.kepa@uwb.edu.pl Faculty of Pedagogy and Psychology
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B. Mobility numbers⁵ 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.

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 students per academic year]	Total number of months per academic year
D EICHSTA01	PL BIALYST04	0110	Education	1 st and 2 nd	2 students	10 months in total
PL BIALYST04	D EICHSTA01	0110	Education	1 st and 2 nd	2 students	10 months in total
		0220	Humanities	1 st and 2 nd	2 students	10 months in total

[*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.]

⁵ 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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
D EICHSTA01	PL BIALYST04	0110	Education	3 teacher (1 week, 8 hours)	
		0220	Humanities	3 teacher (1 week, 8 hours)	
PL BIALYST04	D EICHSTA01	0110	Education	3 teacher (1 week, 8 hours)	
		0220	Humanities	3 teacher (1 week, 8 hours)	

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D EICHSTA01		German	English	German B1 if English: B2	C1
PL BIALYST04		Polish for all programs	English for courses offered to exchange students	B1	English B2

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

⁶ 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>

D. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

PL BIALYST04: Local mentors will help incoming students with practical issues like opening a bank account, registration procedures etc.

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

D EICHSTA01: students with walking disabilities may reach classroom hours and university facilities such as library and computer pools by elevators.

P PL BIALYST04: Not all of University buildings have the infrastructure to welcome students with disabilities. Please contact International Programmes and Relations Office in order to get more information. Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/ facilities available.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D EICHSTA01	Nomination deadline 15 May Application deadline 15 June	Nomination deadline 15 November Application deadline 15 December
PL BIALYST04	June 30 th	November 30 th

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

- KU Eichstätt-Ingolstadt will send its decision within 2 weeks after nomination.

The partner institution will send its decision within 6 weeks.

- KU Eichstätt-Ingolstadt: A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at the receiving HEI.

Partner institution: A Transcript of Records will be issued no later than 4 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]*

- Nature and termination of the agreement

The agreement is valid for the academic years indicated above and may be modified by simple letter, fax or e-mail signed by the institutional coordinator of the Socrates programme or the head of international relations. Prolongation may be done in the same way. Termination of the agreement: At least one year advance notice before the start of the following academic year is necessary for unilateral termination of the agreement. The start of the academic year is agreed upon to be Sept 1st. A termination by mutual

consent is possible until Dec. 31st for the following academic year. In both cases, all students and staff who have already been admitted to bilateral exchange projects will be allowed to finish their projects as foreseen.

Nature of the agreement: The above parties agree to cooperate in the activities shown. This is intended to be an agreement of cooperation and exchange where both parties agree to make use of the ERASMUS programme wherever applicable in order to facilitate the co-operation. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and ERASMUS rules and EUC standards where applicable. Exchanges without making use of Erasmus are possible. Both parties agree to provide all information necessary in order to facilitate the mobility of students and staff. The agreement is open to persons without discrimination according to ethnic background, nationality, creed, sex. Simple exchange students are exempt from tuition fees at the host institution on a mutual basis and are entitled to rights and privileges compatible with the treatment foreseen for Erasmus students.

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

KU Eichstätt-Ingolstadt: please see website <http://www.ku.de/en/international-office/incoming-students/credit-transfer/>

Partner institution:

University of Bialystok grading system:

POLISH GRADE:	LOCAL DEFINITION	ECTS GRADE:	% of successful students normally achieving the grade	DEFINITION:
5	Bardzo dobry / very good	A	10	EXCELLENT - outstanding performance with only minor errors
4+	Dobry plus / better than good	B	25	VERY GOOD - above the average standard but with some errors
4	Dobry / good	C	30	GOOD - generally sound work with a number of notable errors
3+	Dostateczny plus / better than satisfactory	D	25	SATISFACTORY - fair but with significant shortcomings
3	Dostateczny / satisfactory	E	10	SUFFICIENT - performance meets the minimum criteria
2	Niedostateczny / unsatisfactory (fail)	F, FX	-	F - FAIL - some more work required before the credit can be awarded FX - FAIL - considerable further work is required

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
D EICHSTA01	International Office, incoming@ku.de , +49 8421 93 21069	http://www.ku.de/en/international/incoming-students/visa-residence-permit/

PL BIALYST04	incoming@uwb.edu.pl +48 85 7457089, +48 85 7457051	http://www.uwb.edu.pl (English version)
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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
D EICHSTA01	International Office, incoming@ku.de , +49 8421 93 21069	http://www.ku.de/en/international-office/incoming-students/krankenversicherung/
PL BIALYST04	incoming@uwb.edu.pl +48 85 7457089, +48 85 7457051	http://www.uwb.edu.pl (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.

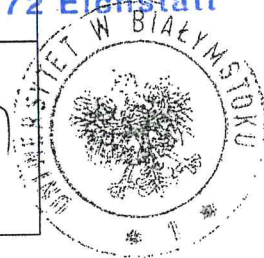
Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D EICHSTA01	International Office, incoming@ku.de , +49 8421 93 21069	http://www.ku.de/en/international/incoming-students/where-to-live-in-eichstaett/
PL BIALYST04	incoming@uwb.edu.pl +48 85 7457089, +48 85 7457051	http://www.uwb.edu.pl (English version)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
D EICHSTA01	Dr. Martin Groos, MBA Erasmus Institutional Coordinator	29.07.15	
PL BIALYST04	prof. Beata Godlewska-Żytkiewicz Vice-Rector for Research and International Relations	23.07.2015	

Universität Eichstätt-Ingolstadt
- Internationale Beziehungen -
Dr. Groos
Ostenstraße 26-28
85072 Eichstätt



⁷ Scanned signatures are accepted