

General, 7.4.2015 Jlu



Erasmus+ Programme
Key Action 1
- Mobility for learners and staff -
Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2015-21²
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 details³ (email, phone)	Website (eg. of the course catalogue)
University of Salzburg	A Salzbur01	Institutional Coordinator: Sylvia Humer Kapitelg. 6, A-5020 Salzburg (erasmus-outgoing@sbg.ac.at) Departmental Coordinator: Sieglinde Weyringer (sieglinde.weyringer@sbg.ac.at)	www.uni-salzburg.at course catalogue: https://online.uni-salzburg.at/plus_online/webnav.ini
University of Humanities and Economics in Wloclawek	PL WLOCLAWO 1	International Office Joanna Skiba e-mail: international@wshe.pl	www.wshe.pl/en

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

		tel. +48 660 719 054	
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B. Mobility numbers⁴ 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 months of the study periods or average duration*]	Student Mobility for Traineeships S *
A Salzbur01	PL WLOCLAW01	011	Education	1/2 CYCLE	2x9=18	
PL WLOCLAW01	A Salzbur01	011	Education	½ CYCLE	2x9=18	

[*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.]

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 S *
A	PL	011	Education	1 (2 – 5 days,8	1 (2 – 5

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>)

Salzbur01	WLOCLAW01			hours teaching assignment)	days)
PL WLOCLAW 01	A Salzbur01	011	Education	1 (2 – 5 days,8 hours teaching assignment)	1 (2 – 5 days)
		0913	Nursing	1 (2 – 5 days,8 hours teaching assignment)	1 (2 – 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
A Salzbur01	011	German	English	B 2	B 2
PL WLOCLAW01		Polish	English	Polish B1	English B1

D. Additional requirements

University of Humanities and Economics in Włocławek is prepared to receive disabled students. However each case will be reviewed individually and acceptance depends on the degree of disability.

E. Calendar

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>

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
A Salzburg01	June, 30 th .	October, 31 st .
PL WLOCLAW01	June, 30 th .	October, 31 st

2. The receiving institution will send its decision within four weeks.
3. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

This agreement will go into effect on the date that it is signed by both parties and will be in effect for a period of seven years. Both parties reserve the right to terminate this agreement upon written notice given twelve months prior to the termination date becoming effective.

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

A SALZBUR01:

Austrian grading scheme	Definition
1	EXCELLENT: Outstanding performance
2	GOOD: Generally good, but with some errors
3	SATISFACTORY: Generally sound work with a number of substantial errors
4	SUFFICIENT: Performance meets the minimum criteria
successfully completed	Positive performance, where a strict differentiation is not adequate
5	UNSATISFACTORY: Substantial improvement necessary; requirement of further work
not completed	Negative performance, where a strict differentiation is not adequate

For PL WLOCLAW01

Information available www.wshe.pl/en

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
A Salzbur01	Erasmus- incoming@sbg.ac.at Tel: +43-662-8044-2042	http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/
PL WLOCLAW01	e-mail: international@wshe.pl tel. +48 660 719 054	www.wshe.pl/en

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
A	Erasmus- incoming@sbg.ac	http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/

Salzbur01	.at Tel: +43-662-8044-2042	es/entry to austria/EN/ http://www.uni-salzburg.at/index.php?id=23802&L=1&MP=23802-45350;
PL WLOCLA W01	e-mail: international@wshe.pl tel. +48 660 719 054	www.wshe.pl/en


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
A Salzbur01	Erasmus-incoming@sbg.ac.at Tel: +43-662-8044-2042	http://www.uni-salzburg.at/index.php?id=23788&MP=23788-45355 http://www.housing.oead.at/index_e.asp
PL WLOCLAW01	e-mail: international@wshe.pl tel. +48 660 719 054	www.wshe.pl/en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
A Salzbur01	Prof. Sylvia Hahn Vice rector International Relations	7.4.2015	

⁶ Scanned signatures are accepted

PL WLOCLAW01	Prof. Stanisław Kunikowski, Rector	27/03/2015	 REKTOR Prof. Stanisław Kunikowski prof. nadzw.
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