



Erasmus+ Programme

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

Inter-institutional agreement 2014/2015-2020/2021 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)
Lublin University of Technology	PL LUBLIN03	<u>Erasmus Departmental Coordinator:</u> Dr Matylda Bojar Faculty of Management <u>International Exchange Office Coordinator:</u> Marcin Żuk, MPhil ul. Nadbystrzycka 42 a (D.S. 4, p. 8) 20-501 Lublin, Poland tel.: +48 81 53 84 719 fax: +48 81 53 84 792 email: m.zuk@pollub.pl	International Exchange Office website: www.bwm.pollub.pl ECTS Catalogue: http://bwm.pollub.pl/ects.en
Högskolan Dalarna Academic Contact Jörgen Elbe jel@du.se	S FALUN01	Högskolan Dalarna, S-791 88 Falun, Sweden Susanne Corrigox, Erasmus Co-ordinator sco@du.se +46 23778153	www.du.se/en

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.

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 LUBLIN03	S FALUN01	041	Business and administration	1 st , 2 nd	2 students 20 months	
S FALUN01	PL LUBLIN03	041	Business and administration	1 st , 2 nd	2 students 18 months	
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 *	
PL LUBLIN03	S FALUN01	041	Business and administration	1 teacher		
S FALUN01	PL LUBLIN03	041	Business and administration	1 teacher		

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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LUBLIN03		English	-	B2	B2
SFALUN01		English	Swedish	B2	B2

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

PL LUBLIN03:

In case you need more detailed information please contact the International Exchange Office. Students: c.handzel@pollub.pl

Teachers: m.zuk@pollub.pl

SFALUN01: <http://www.du.se/en/Student-Services/Student-Counselling-Services/Students-with-Disabilities/>

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 LUBLIN03	15 June	30 November
SFALUN01	15 April	15 October

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.
3. 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.
4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

¹ 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>

F. Information

1. Grading systems of the institutions

PL LUBLIN03:

ECTS grade	points	mark	Polish-in words	English-in words
A	91-100%	5,0	BARDZO DOBRY	EXCELLENT
B	81-90%	4,5	DOBRY PLUS	VERY GOOD
C	71-80%	4,0	DOBRY	GOOD
D	61-70%	3,5	DOSTATECZNY PLUS	SATISFACTORY
E	51-60%	3,0	DOSTATECZNY	SUFFICIENT
F	50% - 0%	2,0	NIEDOSTATECZNY	FAILED

SFALUN01 www.du.se/ects ECTS grades are not in use at Dalarna University

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 LUBLIN03	Students: Celina Handzel, MPhil tel.: +48 81 53 84 790 email: c.handzel@pollub.pl Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/en-erasmus.en
SFALUN01	joffice@du.se	http://www.du.se/en/Student-Services/Practical-Information/Residence-Permits/

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:

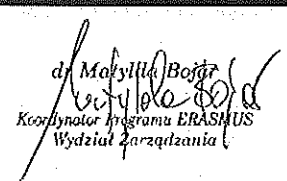

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL LUBLIN03	Students: Celina Handzel, MPhil tel.: +48 81 53 84 790 email: c.handzel@pollub.pl Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/en-erasmus.en
SFALUN01	ioffice@du.se	www.du.se/insurances

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 LUBLIN03	Students: Online application Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/sms-en-accommodation.en
SFALUN01	ioffice@du.se	www.du.se/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
PL LUBLIN03	Dr Matylda Bojar, Erasmus Departmental Coordinator, Faculty of Management	2.12.2013	 dr Matylda Bojar Koordynator programu ERASMUS Wydział Zarządzania
SFALUN01	Prof Marita Hilliges, Vice Chancellor	16/12-2013	

HÖGSKOLAN
Dslarna

