



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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 ALICANTE	E ALICANT01	José Belda Institutional Coordinator Dori Urbán (BA & ST) Elena Agulló (students) Email: s.internacional@ua.es Phone: +34 96 590 3812	http://www.ua.es http://sri.ua.es/es/movilidad
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

B. Mobility numbers¹ 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.

¹ 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 *	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*]
E ALICANT01	PL LUBLIN03	04.0 [34]	Business Studies and Management Sciences	1	2 students x 5 months each (=10 months)
PL LUBLIN03	E ALICANT01	04.0 [34]	Business Studies and Management Sciences	1	2 students x 5 months each (=10 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*]
E ALICANT01	PL LUBLIN03	04.0 [34]	Business Studies and Management Sciences	1 teaching staff x 5 days (=5 days)
PL LUBLIN03	E ALICANT01	04.0 [34]	Business Studies and Management Sciences	1 teaching staff x 5 days (=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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E ALICANT01		ES	EN (only staff)	B1	B2
PL LUBLIN03		English		B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

E ALICANT01: Course Catalogue <http://sri.ua.es/en/movilidad/exchanges/undergraduate-programmes.html>

The Student Support Centre of the University of Alicante, CAE, consists of a multidisciplinary team of social workers, psychologists, managers and technical ICT accessibility, sociologists, whose mission is to offer a specific attention to the students with special needs in order to ensure their full participation in the University following the principles of equality of opportunity and universal accessibility. In order for the CAE to assess and plan the special support, the students need to provide some additional documentation (such a professional diagnosis/ prognosis/ assessment plan of the home institution) to get a more complete understanding of the situation.

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

² 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>

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 ALICANT01	1 June (nomination)/15 June (applic)	1 November (nomin)/15 November (applic)
PL LUBLIN03	15 June	30 November

2. The receiving institution will send its decision within **4** weeks.
 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
 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.

F. Information

1. Grading systems of the institutions

E ALICANT01: In the Spanish System, marks are graded from 0 to 10, with 5 being the minimum score required to pass:

Spanish Grade	Description
Matrícula de honor (9-10)	The most outstanding performance
Sobresaliente (9-10)	Excellent performance
Notable (7-8.9)	Very good performance
Aprobado (5-6.9)	Average performance
Suspense (0-4.9)	Insufficient performance
No presentado	Exam not done by the student

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

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 ALICANT01	student.mobility@ua.es	http://sri.ua.es/en/movilidad/exchanges/visas.html
PL LUBLIN03	Students: Celina Handzel, MPhil tel.: +48 81 53 84 790 c.handzel@pollub.pl Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 m.zuk@pollub.pl	http://bwm.pollub.pl/en-erasmus.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
E ALICANT01	student.mobility@ua.es	http://sri.ua.es/en/movilidad/exchanges/medical-assistance.html
PL LUBLIN03	Students: Celina Handzel, MPhil tel.: +48 81 53 84 790 c.handzel@pollub.pl Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 m.zuk@pollub.pl	http://bwm.pollub.pl/en-erasmus.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
E ALICANT01	student.mobility@ua.es	http://sri.ua.es/en/movilidad/exchanges/accommodation.html
PL LUBLIN03	Students: Online application Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 m.zuk@pollub.pl	http://bwm.pollub.pl/sms-en-accommodation.en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
E ALICANT01	José Belda, Institutional Coordinator	17.01.2014	
PL LUBLIN03	Dr Matylda Bojar, Erasmus Departmental Coordinator, Faculty of Management	10.12.2013	

³ Scanned signatures are accepted