



Erasmus+ Programme
– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter – institutional agreement 2014-2021

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	Universidad Miguel Hernandez de Elche
Erasmus code	E ELCHE01
Contact details (email, phone)	Erasmus Institutional Coordinator: Prof. Manuel Jordán Vidal Vicerrectorado de Relaciones Internacionales Avenida de la Universidad, s/n – 03202 Elche (Spain) Phone: +34 966 658 522 / Fax : + 34 966 658 705 E-mail: vdo.relinter@umh.es Faculty Coordinator: Prof. Teresa Marín. E-mail: tmarin@umh.es
Website (eg. of the course catalogue)	<ul style="list-style-type: none">• International Office: http://internacional.umh.es/• Incoming students: http://internacional.umh.es/incoming/• Courses catalogue http://internacional.umh.es/courses-catalogue/• About us: http://www.umh.es (Spanish) http://en.umh.es/ (English)• Spanish courses: http://internacional.umh.es/idiomas/
Name of the institution	Lublin University of Technology
Erasmus code	PL Lublin03
Contact details (email, phone)	<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
Website (eg. of the course catalogue)	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 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 *
E ELCHE01	PL LUBLIN03	34	Business	1 st	2 students (18 months)	To be yearly decided
PL LUBLIN03	E ELCHE01				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 *	
E ELCHE01	PL LUBLIN03	2	Business	2 staff /10 days	2 staff /10 days	
PL LUBLIN03	E ELCHE01			2 staff /10 days	2 staff /10 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:

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>)

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 ELCHE01	2	Spanish		A2 Spanish **	B1 English B2 Spanish
PL LUBLIN03		English	-	B2	B2

Miguel Hernandez University recommends Incoming student to visit our website for Spanish Intensive and Non Intensive courses <http://internacional.umh.es/idiomas/>

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

E ELCHE01:

Infrastructure to welcome students and staff with disabilities <http://estudios.umh.es/atencion-discapacidad/>

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

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 ELCHE01	May, 15 th	November 1 st
PL LUBLIN03	15 June	30 November

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

3. A Transcript of Records should be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.

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>

4. Termination of the agreement

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 ELCHE01: <http://internacional.umh.es/courses-catalogue/>

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 ELCHE01	International Relations Office movilidad@umh.es +34 966 658 710	http://internacional.umh.es/incoming/visa/

PL LUBLIN03	<u>Students:</u> Celina Handzel, MPhil tel.: +48 81 53 84 790 email: c.handzel@pollub.pl <u>Teachers:</u> Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/en-erasmus.en
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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
E ELCHE01	International Relations Office movilidad@umh.es +34 966 658 710	Cum Laude Insurance.
PL LUBLIN03	<u>Students:</u> Celina Handzel, MPhil tel.: +48 81 53 84 790 email: c.handzel@pollub.pl <u>Teachers:</u> Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: 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 ELCHE01	International Relations Office movilidad@umh.es +34 966 658 710	http://ve.umh.es/nido/
PL LUBLIN03	<u>Students:</u> Online application <u>Teachers:</u> Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: 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 ELCHE01	Prof. Manuel Jordán Vidal Vice Rector for International Relations	11/12/2013	 <p>D. Manuel Jordán Vidal Miguel Alemán VICERRECTORADO DE RELACIONES INTERNACIONALES</p>
PL LUBLIN03	Dr Matylda Bojar, Erasmus Departmental Coordinator, Faculty of Management	11.12.2013	 <p>dr. Matylda Bojar Koordynator Programu ERASMUS Wydział Zarządzania</p>

³ Scanned signatures are accepted