



# Erasmus+ Programme

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

### Inter-institutional agreement 2014/15 - 2020/21 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)
Univerzita Jana Evangelisty Purkyne in Usti nad Labem  Faculty of Production Technology and Management	CZ USTINAD01	<a href="mailto:international@ujep.cz">international@ujep.cz</a>  00420 475 286 277 melnicakova@fvtm.ujep.cz  +420 475 285 538	<a href="http://www.ujep.cz/en/welcome/international-relations/erasmus.html">http://www.ujep.cz/en/welcome/international-relations/erasmus.html</a>
Lublin University of Technology	PL LUBLIN03	<u>Erasmus Departmental Coordinator:</u> Dr Jarosław Zubrzycki Faculty of Mechanical Engineering <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	International Exchange Office website: <a href="http://www.bwm.pollub.pl">www.bwm.pollub.pl</a> ECTS Catalogue: <a href="http://bwm.pollub.pl/ects.en">http://bwm.pollub.pl/ects.en</a>

		email: <a href="mailto:m.zuk@pollub.pl">m.zuk@pollub.pl</a>	
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## 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> )	Number of student mobility periods	
					Student Mobility for Studies (total number of months per one academic year)	Student Mobility for Traineeships *
CZ USTINAD01	PL LUBLIN03	52,54	Engineering and engineering trades	Winter, summer term	10	3
PL LUBLIN03	CZ USTINAD01	52,54	Engineering and engineering trades	Winter, summer term	10	3

\* Optional

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 per one academic year)	Staff Mobility for Training *
CZ USTINAD 01	PL LUBLIN03	52,54	Engineering and engineering trades	20	5
PL LUBLIN03	CZ USTINAD01	52,54	Engineering and engineering trades	20	5

\* Optional

## 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)	Subject area name *	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ USTINAD01	Engineering and engineering trades	English	English	B1	B2
PL LUBLIN03	Engineering and engineering trades	English		B2	B2

\* Optional

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

Both above mentioned institutions have the conditions for the acceptance of students and staff with disabilities.

PL LUBLIN03:

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

Teachers: [m.zuk@pollub.pl](mailto:m.zuk@pollub.pl)

#### E. Calendar

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

Receiving institution (Erasmus code)	Autumn term	Spring term
CZ USTINAD01	15. 05. non-EU countries	01. 11. non-EU countries
	15. 06. EU and EFTA countries	01. 12. EU and EFTA countries
PL LUBLIN03	15 June	30 November

- The receiving institution will send its decision within 5 weeks after deadlines.
- 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 involved institutions may agree on the procedure of modifying or terminating the bilateral agreement. In case of unilateral modification or termination, a written notice of at least one academic year ahead will be given. 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

CZ USTINAD01: <http://www.ujep.cz/cz/podle-uzivatele/pro-studenty/dodatek-k-diplomu.html>

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
CZ USTINAD01	<a href="mailto:incoming@ujep.cz">incoming@ujep.cz</a> 00420 475 286 272	<a href="http://www.ujep.cz/en/welcome/international-relations/erasmus.html">http://www.ujep.cz/en/welcome/international-relations/erasmus.html</a>

PL LUBLIN03	<u>Students:</u> Celina Handzel, MPhil tel.: +48 81 53 84 790 email: <a href="mailto:c.handzel@pollub.pl">c.handzel@pollub.pl</a> <u>Teachers:</u> Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: <a href="mailto:m.zuk@pollub.pl">m.zuk@pollub.pl</a>	<a href="http://bwm.pollub.pl/en-erasmus.en">http://bwm.pollub.pl/en-erasmus.en</a>
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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:

<b>Institution</b> (Erasmus code)	<b>Contact details</b> (email, phone)	<b>Website for information</b>
CZ USTINAD01	<a href="mailto:incoming@ujep.cz">incoming@ujep.cz</a> 00420 475 286 272	<a href="http://www.ujep.cz/en/welcome/international-relations/erasmus.html">http://www.ujep.cz/en/welcome/international-relations/erasmus.html</a>
PL LUBLIN03	<u>Students:</u> Celina Handzel, MPhil tel.: +48 81 53 84 790 email: <a href="mailto:c.handzel@pollub.pl">c.handzel@pollub.pl</a> <u>Teachers:</u> Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: <a href="mailto:m.zuk@pollub.pl">m.zuk@pollub.pl</a>	<a href="http://bwm.pollub.pl/en-erasmus.en">http://bwm.pollub.pl/en-erasmus.en</a>

### **4. Housing**

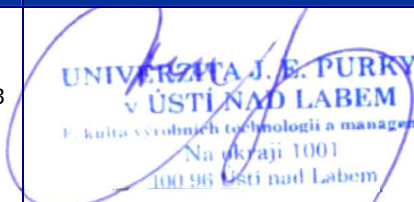
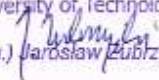
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

<b>Institution</b> (Erasmus code)	<b>Contact details</b> (email, phone)	<b>Website for information</b>
CZ USTINAD01	<a href="mailto:incoming@ujep.cz">incoming@ujep.cz</a> 00420 475 286 272	<a href="http://www.ujep.cz/en/welcome/international-relations/erasmus.html">http://www.ujep.cz/en/welcome/international-relations/erasmus.html</a>
PL LUBLIN03	<u>Students:</u> Online application <u>Teachers:</u> Marcin Żuk, MPhil tel.: +48 81 53 84 719	<a href="http://bwm.pollub.pl/sms-en-accommodation.en">http://bwm.pollub.pl/sms-en-accommodation.en</a>

	email: <a href="mailto:m.zuk@pollub.pl">m.zuk@pollub.pl</a>	
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### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution (Erasmus code)	Name, function	Date	Signature
CZ USTINAD01	prof. Dr. Ing. František Holešovský, Dean  Faculty of Production Technology and Management	16.12.2013	 UNIVERZITA J. E. PURKYNĚ v ÚSTÍ NAD LABEM Fakulta výrobních technologií a managementu Na okr.aji 1001 100 96 Ústí nad Labem ®
PL LUBLIN03	Dr Jarosław Zubrzycki, Erasmus Departmental Coordinator, Faculty of Mechanical Engineering	11.12.2013	LLP-Erasmus Co-ordinator Faculty of Mechanical Engineering Lublin University of Technology  Ph. D. (Eng.) Jarosław Zubrzycki