



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2014/2015-2020/2021<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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


<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

Slovak University of Technology in Bratislava	SK BRATISL01	<u>E-Institutional Coordinator</u> Mgr. T. Žemberyová International relations Office Vazovova 5 81243 Bratislava T: +421 917 669 320 <a href="mailto:tatiana.zemberyova@stuba.sk">tatiana.zemberyova@stuba.sk</a> <u>Faculty Erasmus Coordinator</u> Dr Jozef Galata Faculty of Mechanical Engineering Námestie slobody 17, 821 31 Bratislava Tel.: +421 2 57 296 203 Fax: +421 2 52926625 <a href="mailto:jozef.galata@stuba.sk">jozef.galata@stuba.sk</a>	General Information for Erasmus Students: <a href="http://www.stuba.sk/english/international-activities/erasmus-students.html?page_id=5720">http://www.stuba.sk/english/international-activities/erasmus-students.html?page_id=5720</a>
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<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

## B. Mobility numbers<sup>4</sup> 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 <i>[total number of months of the study periods or average duration*]</i>	Student Mobility for Traineeships *
PL LUBLIN03	SK BRATISL01	521	Mechanics and metal work		2 (24 months)	
SK BRATISL01	PL LUBLIN03	521	Mechanics and metal work		2 (24 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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
PL LUBLIN03	SK BRATISL01	521	Mechanics and metal work	2 teachers	
SK BRATISL01	PL LUBLIN03	521	Mechanics and metal work	2 teachers	

<sup>4</sup> 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>)

### 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 <sup>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LUBLIN03		English	-	B2	B2
SK BRATISL01		English	Slovak	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](mailto:c.handzel@pollub.pl)

Teachers: [m.zuk@pollub.pl](mailto: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]
PL LUBLIN03	15 June	30 November
SK BRATISL01	31 May	31 October

[\* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.

<sup>5</sup> 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>

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

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."

## F. Information

### 1. Grading systems of the institutions

PL LUBLIN03:

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

### 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	<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>
SK BRATISL01	Mgr. Tatiana Žemberyová Erasmus Institutional Coordinator International Relations Office Vazovova 5, 812 43 Bratislava Tel.: +421 917 669 320, <a href="mailto:tatiana.zemberyova@stuba.sk">tatiana.zemberyova@stuba.sk</a>  <a href="mailto:silvia.slobodova@stuba.sk">silvia.slobodova@stuba.sk</a>  Tel.: +421 917 669 324	<a href="http://www.stuba.sk/english/ects/ects-information-package/general-information-for-students/insurance.html?page_id=5457">http://www.stuba.sk/english/ects/ects-information-package/general-information-for-students/insurance.html?page_id=5457</a>

### **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	<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>
SK BRATISL01	 <a href="mailto:silvia.slobodova@stuba.sk">silvia.slobodova@stuba.sk</a>  Tel.: +421 917 669 324	<a href="http://www.stuba.sk/english/ects/ects-information-package/general-information-for-students/insurance.html?page_id=5457">http://www.stuba.sk/english/ects/ects-information-package/general-information-for-students/insurance.html?page_id=5457</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL LUBLIN03	<u>Students:</u> Online application <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/sms-en-accommodation.en">http://bwm.pollub.pl/sms-en-accommodation.en</a>
SK BRATISL01	<a href="mailto:silvia.slobodova@stuba.sk">silvia.slobodova@stuba.sk</a> Tel.: +421 917 669 324	<a href="http://www.stuba.sk/english/ects/ects-information-package/general-information-for-students/insurance.html?page_id=5457">http://www.stuba.sk/english/ects/ects-information-package/general-information-for-students/insurance.html?page_id=5457</a>

### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
PL LUBLIN03	Dr Jarosław Zubrzycki, Erasmus Departmental Coordinator, Faculty of Mechanical Engineering	28.10.2013	LLP-Erasmus Co-ordinator Faculty of Mechanical Engineering Lublin University of Technology  Ph. D. (Eng.) Jarosław Zubrzycki
SK BRATISL01	Doc. Ing. Marian Králik, PhD Vice-dean for International relationships	30.01.2014	

<sup>6</sup> Scanned signatures are accepted