



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 ¹ (email, phone)	Website (eg. of the course catalogue)
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 e-mail: m.zuk@pollub.pl	International Exchange Office website: www.bwm.pollub.pl ECTS Catalogue: http://bwm.pollub.pl/ects_en
University "Dunarea de Jos" of Galati Faculty of Engineering Str. Domneasca nr. 111 800201 Galati, Romania	RO GALATI01	<u>Institutional Coordinator:</u> Prof. Dan Scarpete E-mail: dan.scarpete@ugal.ro Tel: +40 336 130 159 <u>Academic contact:</u> Assoc. Prof. Ion Ion E-mail: ion.ion@ugal.ro Tel: +40 740 566 214	University home page http://www.ugal.ro Course Catalogue http://www.ugal.ro/index.php?page=pages.pa&title=List%C4%83%20discipline%202013-2014&PHPSESSID=3d01a9

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

International Relations/Erasmus Str. Domneasca nr. 47 800008 Galati, Romania		Contact Person: Ms. Bianca Elena Chiosa E-mail: erasmus@ugal.ro Tel: +40 336 130 262	11fa3563adcbc41ffd5d1c0293 Faculty of Engineering http://www.mec.ugal.ro/
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B. Mobility numbers² 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	RO GALATI01	0715	Mechanics and metal trades	1 st , 2 nd , 3 rd	10 = 2 students x 5 months	-
RO GALATI01	PL LUBLIN03	0715	Mechanics and metal trades	1 st , 2 nd , 3 rd	10 = 2 students x 5 months	

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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	RO GALATI01	0715	Mechanics and metal trades	2-5 days (1 staff x 2-5 days; 8 hrs of teaching/week)	2-5 days (1 staff x 2-5 days)
RO GALATI01	PL LUBLIN03	0715	Mechanics and metal trades	2-5 days (1 staff x 2-5 days; 8 hrs of teaching/week)	2-5 days (1 staff x 2-5 days)

² 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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LUBLIN03	0715	English	-	B1	B1
RO GALATI01	0715	Romanian	English ^{*)}	B1	B2 (English)

*) Only for tutoring

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 (academic matters): c.handzel@pollub.pl

Students (non-academic matters): m.wojcieszek@pollub.pl

Teachers: m.wojcieszek@pollub.pl

RO GALATI01:

Students: The sending institution should send a nomination letter (name, e-mail, area of study, period of study) to the International Relations Office/Erasmus (erasmus@ugal.ro) prior to the nomination deadline. An invitation will be released upon home university request.

Application forms are available on the website

<http://www.ugal.ro/index.php?page=pages.pa&title=Erasmus>

Signed forms must be sent by e-mail to: erasmus@ugal.ro

Students must arrive at least 3 days before the academic year/semester starts, but not during the weekends.

Students in Bachelor and Master study programs are allowed to attend courses of maximum 63 credits/academic year and 33 credits/semester.

Staff: Teaching and non-teaching staff should send (erasmus@ugal.ro) their Teaching or Training Programme prior to their arrival at the University "Dunarea de Jos" of Galati. An invitation will be released upon staff request.

Disabled Students and Staff are welcome.

³For 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]
PL LUBLIN03	15 June	30 November
RO GALATI01	Nomination: 15 June Application: 15 July	Nomination: 15 December Application: 15 January

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."

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

RO GALATI01:

Marks from 1 to 10 (1-4=Fail; 5-10=Pass)

The value of local credits corresponds to ECTS credits.

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, PhD tel.: +48 81 53 84 790 email: c.handzel@pollub.pl <u>Teachers:</u> Małgorzata Wojcieszek, MA tel.: +48 81 53 84 357 email: m.wojcieszek@pollub.pl	http://bwm.pollub.pl/en-erasmus.en
RO GALATI01	Ms. Bianca Elena Chiosa erasmus@ugal.ro +40 336 130 262	http://www.ugal.ro/index.php?page=pages.pa&title=Erasmus

RO GALATI01:

Students from the European Union, the European Economic Area (EEA) and Switzerland do not need a visa or residence permit to enter Romania. Within 90 days after their arrival, they simply need to register within Immigration Office, providing a proof of sufficient funding and health insurance coverage.

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 and Teachers:</u> Małgorzata Wojcieszek, MA tel.: +48 81 53 84 357 email: m.wojcieszek@pollub.pl	http://bwm.pollub.pl/en-erasmus.en
RO GALATI01	Ms. Bianca Elena Chiosa erasmus@ugal.ro +40 336 130 262	http://www.ugal.ro/index.php?page=pages.pa&title=Erasmus

RO GALATI01:

Students from EU member states should have a European Health Insurance Card.




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> Małgorzata Wojcieszek, MA tel.: +48 81 53 84 357 e-mail: m.wojcieszek@pollub.pl	http://bwm.pollub.pl/sms-en-accommodation.en
RO GALATI01	Ms. Bianca Elena Chiosa erasmus@ugal.ro +40 336 130 262	http://www.ugal.ro/index.php?page=pages.pa&title=Incoming%20Students

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
PL LUBLIN03	Dr Jarosław Zubrzycki, Erasmus Departmental Coordinator, Faculty of Mechanical Engineering	26.05.2015	LLP-Erasmus Co-ordinator Faculty of Mechanical Engineering Lublin University of Technology  Ph. D. (Eng.) Jarosław Zubrzycki
	Prof. Dan SCARPETE Erasmus Institutional Coordinator	25.05.2015	 

⁴Scanned signatures are accepted