



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional agreement 2017-21 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)
Lublin University of Technology	PL LUBLIN03	<p><u>Inter-institutional agreements, outgoing students:</u> Dorota Tylus, MPhil Email: d.tylus@pollub.pl</p> <p><u>Administrative coordinator, incoming students:</u> Marta Batorczak-Zuchowska, MPhil Email: Erasmus@pollub.pl</p> <p><u>Erasmus Coordinator:</u> Paweł Drożdźiel, PhD, D.Sc. (Eng.), Associate Professor Ul. Nadbystrzycka 38D 20-618 Lublin, Poland Phone: +48 81 538 41 01 Email: prorektor.rd@pollub.pl</p> <p><u>Erasmus Faculty Coordinator:</u> Sylwester Samborski, PhD Eng Faculty of Mechanical Engineering</p>	<p><u>International Exchange Office website:</u> www.bwm.pollub.pl</p> <p><u>ECTS Catalogue:</u> http://bwm.pollub.pl/ects_en</p>

Universita degli Studi Roma Tre	I ROMA16	European Student Mobility Programmes erasmus.agreements@uniroma3.it ph: +390657332746 fax: +390657332330 Via Ostiense 159 00154 Roma - Italia	www.uniroma3.it
Department of Engineering	Erasmus Coordinators	Mechanical Engineering: Prof. Ornella Chiavola e-mail: ornella.chiavola@uniroma3.it Prof. Giovanni Bernardini e-mail: giovanni.bernardini@uniroma3.it	

B. Mobility numbers per academic year

This agreement is for three academic years: 2014/15, 2015/16, 2016/17

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 <i>[total number of months]</i>	Student Mobility for Traineeships
PL LUBLIN03	I ROMA16	0710	Engineering and engineering trades	1 st , 2 nd ,	2 students for 6 months each	Only by individual agreement
I ROMA16	PL LUBLIN03	0719	Engineering and engineering trades	1 st , 2 nd ,	2 students for 6 months each	0

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 lectures to be done]</i>	Staff Mobility for Training
PL LUBLIN03	I ROMA16	0710	Engineering and engineering trades	1 teacher x 5 days	Only by individual agreement
I ROMA16	PL LUBLIN03	0719	Engineering and engineering trades	1 teacher x 5 days	Only by individual agreement

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]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
			Student Mobility for Studies	Staff Mobility for Teaching
PL LUBLIN03		English	B1	B2
I ROMA16	Italian		B1	B2

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

D. Additional requirements

I ROMA 16

Students with disabilities Office: <http://host.uniroma3.it/uffici/accoglienzadisabili>

PL LUBLIN03: In case you need more detailed information please contact the International Exchange Office.

Students: a.radziszewska@pollub.pl

Staff: m.wilczynska@pollub.pl , j.kubaj@pollub.pl

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term	Spring term*
	September	January
PL LUBLIN03	June 15 th	November 30 th
I ROMA 16	June 15 th	November 15 th

2. The receiving institution will send its decision within 6 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

If either institution wishes to terminate the agreement, one year's notice must be given in writing. For example, notice to terminate mobility from 2018/19 must be given by 1 September 2017.

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	NIDOSTATECZNY	FAILED

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The credits mentioned in Roma Tre transcripts are equal to ECTS. One credit represents 25 hours of study, with one full time academic year consisting of 60 ECTS credits. The grading system used at the University Roma Tre is the national grading system:

- Passing grades for each exam or learning activity can range from 18 to 30. The highest possible grade is 30 e lode (30L). For some exams and activities there is no grade, but only "pass" (IDONEO).
- Graduation grades can range from 66 to 110. The highest possible grade is 110/110 with honours. The final graduation mark depends on the average of exams grades and the academic value of the thesis and of its defense; the latter is evaluated by a commission of members of the Faculty.

More information can be found at the web-site:
<http://www.cimea.it/default.aspx?IDC=135> .

Statistical distribution of grades can be found at the following link:
http://europa.uniroma3.it/relint_nuovo/sito_2005/view.asp?id=199

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	Students: Anna Radziszewska, MA Tel.: +48 81 53 84 790 Email: a.radziszewska@pollub.pl Staff: Małgorzata Wilczyńska, MA Tel.: +48 81 53 84 357 Email: m.wilczynska@pollub.pl Julia Kubaj, MA Tel.: +48 81 53 84 598 Email: j.kubaj@pollub.pl	http://bwm.pollub.pl/en-erasmus.en
I ROMA 16	incoming.students@uniroma3.it ph: +390657332329/328 fax: +390657332330	http://europa.uniroma3.it/relint_nuovo/sito_2005/view.asp?id=224

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	Students: Anna Radziszewska, MA tel.: +48 81 53 84 790 email: a.radziszewska@pollub.pl Staff: Małgorzata Wilczyńska, MA tel.: +48 81 53 84 357 email: m.wilczynska@pollub.pl Julia Kubaj, MA Tel.: +48 81 53 84 598 Email: j.kubaj@pollub.pl	http://bwm.pollub.pl/en-erasmus.en
I ROMA 16	incoming.students@uniroma3.it ph: +390657332329/328 fax: +390657332330	http://europa.uniroma3.it/progeustud

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	<p>Students: Online application; Anna Radziszewska, MA tel.: +48 81 53 84 790 email: a.radziszewska@pollub.pl</p> <p>Staff: Małgorzata Wilczyńska, MA tel.: +48 81 53 84 357 email: m.wilczynska@pollub.pl</p>	http://bwm.pollub.pl/en-erasmus.en
I ROMA 16	<p>erasmus@cts.it ph. +39 06 44111517</p>	http://europa.uniroma3.it/relint_nuovo/sito_2005/view.asp?id=228

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
PL LUBLIN03	<p>Sylwester Samborski, PhD Eng Faculty of Mechanical Engineering</p>	24.11.2016	<p>Coordinator for International Exchange Faculty of Mechanical Engineering Lublin University of Technology, Poland</p> <p>Sylwester Samborski, PhD Eng.</p>
I ROMA 16	<p>Prof. Luca Marcozzi Erasmus Institutional Coordinator</p>	16/11/2016	<p>Luca Marcozzi</p> 