



Erasmus+ Programme

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

Inter-institutional¹ agreement 2017-2021² **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 ³ (email, phone)	Website (eg. of the course catalogue)
Lublin University of Technology Faculty of Fundamentals of Technology Faculty of Electrical Engineering and Computer Science	PL LUBLIN03	<u>Administrative coordinator:</u> Marta Batorczak-Żuchowska, MPhil erasmus@pollub.pl or m.batorczak@pollub.pl +48 81 538 4653 ul. Nadbystrzycka 38D, 20-618 Lublin, Poland <u>Erasmus Institutional Coordinator:</u> Paweł Drożdżel, PhD, D.Sc. (Eng.), Associate Professor <u>International Exchange Coordinators:</u> Izolda Gorgol, PhD Faculty of Fundamentals of Technology	<u>Office of International Education website:</u> www.bwm.pollub.pl <u>ECTS Catalogue:</u> http://bwm.pollub.pl/ects.en

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Andrzej Smolarz, PhD Eng., Associate Professor Faculty of Electrical Engineering and Computer Science	
Polytechnic Institute of Bragança	P BRAGANC01	Sylwia Solczak Melo International Relations Office sylwia@ipb.pt IPB Campus de Santa Apolonia 5300-253 Bragança, Portugal	www.ipb.pt/ectsguide

B. Mobility numbers⁴ 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 name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
				Student Mobility for Studies	Student Mobility for Traineeships
PL LUBLIN	P BRAGANC01	0610 Computing/ Information and Communication Technologies	1 st , 2 nd	2 (2X5 months)	0
		0713 Electricity and Energy	1 st , 2 nd	2 (2X5 months)	0
		0710/1 Biomedical Engineering	1st, 2nd	2 (2X5 months)	0
P BRAGANC01	PL LUBLIN	0610 Computing/ Information and Communication Technologies	1st, 2nd	2 (2X5 months)	0
		0713 Electricity and Energy	1st, 2nd	2 (2X5 months)	0
		0710/1 Biomedical Engineering	1st, 2nd	2 (2X5 months)	0

⁴ 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>)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area name	Number of staff mobility periods	
			Staff Mobility for Teaching	Staff Mobility for Training
PL LUBLIN	P BRAGANC01	0610 Computing/ Information and Communication Technologies	2 (2x5 days)	2 (2x5 days)
		0713 Electricity and Energy	2 (2x5 days)	2 (2x5 days)
		0710/1 Biomedical Engineering	2 (2x5 days)	2 (2x5 days)
P BRAGANC01	PL LUBLIN	0610 Computing/Information and Communication Technologies	2 (2x5 days)	2 (2x5 days)
		0713 Electricity and Energy	2 (2x5 days)	2 (2x5 days)
		0710/1 Biomedical Engineering	2 (2x5 days)	2 (2x5 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:

Receiving institution [Erasmus code]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁵	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LUBLIN03	English	-	B1	B2
P BRAGANC01	Portuguese	English	B1	B2

⁵ 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>

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

D. Additional requirements

PL LUBLIN03:

Lublin University of Technology has the conditions for the acceptance of students and staff with disabilities. In case you need more detailed information please contact the Office of International Education:

Students: a.radziszewska@pollub.pl, erasmus@pollub.pl

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

P BRAGANC01:

Erasmus Opening Session and Intensive Portuguese course are compulsory for incoming students.

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
P BRAGANC01	1 st of July	1 st of December

2. The receiving institution will send its decision within 8 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
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 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

P BRAGANC01:

The overall classifications of the qualification and each course unit are expressed through a mark on a numerical scale from 0 to 20. In order to "Pass" a course unit the student must obtain a mark not under 10. To complete the qualification, to which it will be assigned an overall classification from 10 to 20, the students are required to pass all compulsory course units of the study plan.

ECTS grading scale: the Polytechnic Institute of Braganca uses the ECTS grading scale.

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	<p>Students: Anna Radziszewska +48 81 53 84 790 a.radziszewska@pollub.pl</p> <p>Staff: Małgorzata Wilczyńska, +48 81 53 84 357 m.wilczynska@pollub.pl</p> <p>Julia Kubaj +48 81 53 84 598 j.kubaj@pollub.pl</p>	www.bwm.pollub.pl
P BRAGANC01	<p>Sylwia Solczak Melo sylwia@ipb.pt</p>	http://www.ipb.pt/iro

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 +48 81 53 84 790 a.radziszewska@pollub.pl Staff: Małgorzata Wilczyńska, +48 81 53 84 357 m.wilczynska@pollub.pl Julia Kubaj +48 81 53 84 598 j.kubaj@pollub.pl	www.bwm.pollub.pl
P BRAGANC01	Sylwia Solczak Melo sylwia@ipb.pt	http://www.ipb.pt/iro

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	Students: Anna Radziszewska +48 81 53 84 790 a.radziszewska@pollub.pl Staff: Małgorzata Wilczyńska, +48 81 53 84 357 m.wilczynska@pollub.pl Julia Kubaj +48 81 53 84 598 j.kubaj@pollub.pl	www.bwm.pollub.pl
P BRAGANC01	Sylwia Solczak Melo sylwia@ipb.pt	http://www.ipb.pt/iro

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
PL LUBLIN03	Izolda Gorgol, PhD Faculty of Fundamentals of Technology	07.03. 2017	<i>Izolda Gorgol</i>
	Andrzej Smolarz, PhD Eng., Associate Professor Faculty of Electrical Engineering and Computer Science		<i>AS</i>
P BRAGANCO1	Prof. Luis Pais, Vice President, Institutional Coordinator	24.03.2017	<i>Luis Pais</i>



⁶ Scanned signatures are accepted