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# Erasmus+ Programme

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

## Inter-institutional<sup>1</sup> agreement 2014-20[21]<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

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	<b>Institutional Coordinator :</b> Prof. José Esteves Pereira Email: <a href="mailto:erasmus@unl.pt">erasmus@unl.pt</a> Tel.: +351 21 384 52 07/8 ----- <b>Subject Area Contact:</b> Prof. Mário António Basto Forjaz Secca Email: <a href="mailto:mfs@fct.unl.pt">mfs@fct.unl.pt</a> Tel.: + 351 21 294 83 00 ----- <b>Administrative contact:</b> SAE-AM Email: <a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a> Tel: + 351 21 294 78 20/7	<a href="http://www.unl.pt">www.unl.pt</a>  <a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms">http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms</a>
Cracow University of Technology	PL KRAKOW03	<b>mgr Daria Majka-Sitko – Erasmus</b>	<a href="http://www.erasmus.pk">http://www.erasmus.pk</a>

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

<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.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

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(Politechnika Krakowska)		<b>Institutional Coordinator</b> ul. Warszawska 24, 31-155 Kraków, Poland  Tel.: +48 12 628 25 12 Fax: +48 12 628 25 04 E-mail: <a href="mailto:erasmus@pk.edu.pl">erasmus@pk.edu.pl</a>	<a href="http://www.mech.pk.edu.pl/">.edu.pl/</a>
Faculty of Mechanical Engineering		<b>dr inż. Janusz Pobożniak –</b> Departmental Coordinator – Faculty of Mechanical Engineering Al. Jana Pawła II 37, 31-864 Kraków, Poland Tel.: +48 12 628 32 62; fax: +48 12 648 20 10; e-mail: <a href="mailto:pobozniak@mech.pk.edu.pl">pobozniak@mech.pk.edu.pl</a>	<a href="http://www.mech.pk.edu.pl/index.php/studyinenglish">http://www.mech.pk.edu.pl/index.php/studyinenglish</a>

**B. Mobility numbers<sup>5</sup> per academic year**

*[Paragraph to be added, if the agreement is signed for more than one 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.]*

**Student mobility:**

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 of the study periods or average duration*]	Student Mobility for Traineeships *
P LISBOA03	PL KRAKOW03	725 (521)/0914	Medical diagnostic and treatment technology	1 <sup>st</sup> , 2 <sup>nd</sup>	3*5 months (each)	
PL KRAKOW03	P LISBOA03	725 (521)/0914	Medical diagnostic and treatment technology	1 <sup>st</sup> , 2 <sup>nd</sup>	3*5 months (each)	

*[\*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.]*

**Staff mobility:**

FROM [Erasmus code of	TO [Erasmus code of	Subject	Subject area name	Number of staff mobility periods
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<sup>5</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>)

the sending institution]	the receiving institution]	area code * [ISCED]	*	Staff Mobility for Teaching <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
P LISBOA03	PL KRAKOW03	725 (521)/0914	Medical diagnostic and treatment technology	8h* TBD	---
PL KRAKOW03	P LISBOA03	725 (521)/0914	Medical diagnostic and treatment technology	8h* TBD	---

### 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>6</sup>	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
P LISBOA03	---	Portuguese (for 1 <sup>st</sup> cycles)	Portuguese and/or English (for 2 <sup>nd</sup> and 3 <sup>rd</sup> cycles)	B1	B2
PL KRAKOW03		English		B1	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

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P LISBOA03	May 31 <sup>st</sup>	October 31 <sup>st</sup>
PL KRAKOW03	31 <sup>st</sup> MAY	31 <sup>st</sup> OCTOBER

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

2. The receiving institution will send its decision within [6] weeks (minimum).

<sup>6</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

*[In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "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

#### At P LISBOA03

Information available at:

[http://www.fct.unl.pt/sites/default/files/erasmus\\_incoming/EU\\_Scale\\_FCT.pdf](http://www.fct.unl.pt/sites/default/files/erasmus_incoming/EU_Scale_FCT.pdf)

#### At PL KRAKOW03

ECTS grade	Local grade	Description of the local grade
A	5.0	Very good
B	4.5	Better than good
C	4.0	Good
D	3.5	Better than satisfactory
E	3.0	Satisfactory
FX/F	2.0	Unsatisfactory (Fail)

### 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
P LISBOA03	Email: <a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a> Tel.: + 351 21 294 78 20/7	<a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors">http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors</a>
PL KRAKOW03	Erasmus Office e-mail: <a href="mailto:erasmus@pk.edu.pl">erasmus@pk.edu.pl</a> tel.: +48 12 628 2512	<a href="http://www.erasmus.pk.edu.pl/incoming.php">http://www.erasmus.pk.edu.pl/incoming.php</a>

### 3. Insurance

#### At P LISBOA03

All students enrolled in P LISBOA03 are covered by an accident and third party liability insurance: ([http://www.fct.unl.pt/sites/default/files/documentos/estudante/informacao\\_academica/Seguro%20Escolar/Generali\\_apoliceSegAlunos\\_013.pdf](http://www.fct.unl.pt/sites/default/files/documentos/estudante/informacao_academica/Seguro%20Escolar/Generali_apoliceSegAlunos_013.pdf)).

It is mandatory that Mobility Students and Staff bring:

- European Health Insurance Card for medical assistance (just for people from the European Union's 27 Member States plus Iceland, Liechtenstein, Norway and Switzerland) to access health care services during temporary visits abroad;
- Insurance Health for visitors outside European Union.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA03	Email: <a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a> Tel.: + 351 21 294 78 20/7	---
PL KRAKOW03	Erasmus Office e-mail: <a href="mailto:erasmus@pk.edu.pl">erasmus@pk.edu.pl</a> tel.: +48 12 628 2512	<a href="http://www.erasmus.pk.edu.pl/incoming.php">http://www.erasmus.pk.edu.pl/incoming.php</a>


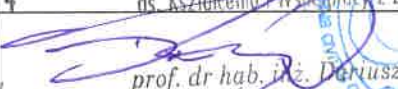
#### 4. Housing

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
P LISBOA03	Email: <a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a> Tel.: + 351 21 294 78 20/7	<a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms">http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms</a>
PL KRAKOW03	Erasmus Office e-mail: <a href="mailto:erasmus@pk.edu.pl">erasmus@pk.edu.pl</a> tel.: +48 12 628 2512	<a href="http://www.erasmus.pk.edu.pl/incoming.php">http://www.erasmus.pk.edu.pl/incoming.php</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
P LISBOA03	Prof. José Esteves Pereira Institutional Coordinator	05 FEB. 2014	 PROREKTOR ds. Kształcenia i Współpracy Zagranicą
PL KRAKOW03	Prof. Dr hab. Inż. Dariusz Bogdał Vice-Rector for Education and International Affairs	16 STY. 2014	 prof. dr hab. inż. Dariusz Bogdał

<sup>7</sup> Scanned signatures are accepted

