Erasmus+ Programme

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

Inter-institutional[1] agreement 2014-20[21][2]
between programme countries

[Minimum requirements][3]

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[4] (email, phone)	Website (eg. of the course catalogue)
Jagiellonian University	PL KRAKOW01	Miroslaw Klimkiewicz, Institutional Erasmus+ Coordinator Krzysztof Byrski, incoming students Monika Woźniak, outgoing students Gołębia 24, 31-007 Kraków, Poland e-mail: erasmus@adm.uj.edu.pl tel. +48 12 663 11 06/1546 fax. +48 12 66315 45	http://www.bosz.uj.edu.pl/enGB/ programystudiow/programy-wymiany-studenckiej
Faculty/Institute Coordinator	Faculty of Physics, Astronomy and Applied	Dr hab. Leszek Jozefowski Departmental Coordinator of ERASMUS Programme Marian Smoluchowski Institute of	http://www.fais.uj.edu.pl/en_GB/ start-en

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[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] Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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

	Computer Science	Physics Jagiellonian University Cracow +48 12 6635789 Leszek.jozefowski@uj.edu.pl	
ALBERT-LUDWIGS- UNIVERSITÄT FREIBURG	**D FREIBUR01**	Klaus Düformantel, Institutional Coordinator Bismarckallee 22, 79098 Freiburg Tel.: +49 (0)761 203 4225 Fax: +49 (0)761 203 97562 klaus.dueformantel@zv.uni-freiburg.de Ulrich Eckelt, ERASMUS Representative Sedanstraße 6, 79098 Freiburg Tel.: +49 (0)761 203 4225 Fax: +49 (0)761 2039084 europa@zv.uni-freiburg.de	http://www.studium.uni-freiburg.de/studienbewerbung/austausch/erasmus_international https://www.studium.uni-freiburg.de/international course catalogue: http://www.studium.uni-freiburg.de/studium/lehrveranstaltungen
Faculty/Institute Coordinator	Institut für Informatik	Prof. Dr. Chrisitan Schindelhauer, Faculty Coordinator Georges-Köhler-Allee 051 79110 Freiburg Tel.: +49 (0)761 203 8181 schindel@informatik.uni-freiburg.de	
Faculty/Institute Coordinator	Physika-lisches Institut	Dr. Wolfgang Kamke, Faculty Coordinator Hermann-Herder-Strasse 3 D-79104 Freiburg Tel. +49-761-203-5866 Fax: +49-761-203-5955 kamke@physik.uni-freiburg.de	http://www.mathphys.uni-freiburg.de/physik/ausland/index_e.html

B. Mobility numbers[5] 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.]

FROM [Erasmus	TO [Erasmus	*Subject area*	*Subject area*	*Study cycle*	Number of student mobility periods

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[5] 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)

code of the sending institution]	code of the receiving institution]	code * [ISCED]	name *	[short cycle, 1st, 2nd or 3rd] *	Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
PL KRAKOW01	D FREIBUR01	441	Physics	1, 2, 3	2 (18)	Only by individual agreement
		481	Computer Science	1, 2, 3	2 (18)	Only by individual agreement
D FREIBUR01	PL KRAKOW01	441	Physics	1, 2, 3	1 (10)	
		481	Computer Science	1, 2, 3	1 (10)	

[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 KRAKOW01	D FREIBUR01	441	Physics	5 days (min. 8 hours)	Only by individual agreement
		481	Computer Science	5 days (min. 8 hours)	Only by individual agreement
D FREIBUR01	PL KRAKOW01	441	Physics	0/0	
		481	Computer Science	0/0	

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 instruc-tion 1	Language of instruc-tion 2	Recommended language of instruction level[6]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL KRAKOW01		Polish	English	B1/ B2	B2
D FREIBUR01	Physics	German	English	B2	
	Computer Science	German	English	B1	

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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]
[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

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 KRAKOW01	May 31	November 30
D FREIBUR01	June 15th	November 30th

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

2. The receiving institution will send its decision **within 7 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. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines] – **Students can obtain their transcripts of records directly from the Jagiellonian University system USOSweb.**

4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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."]

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[6] 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

F. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide[7]. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

Jagiellonian University grading scale related to ECTS grading system:

ECTS grade	Local grade	Local definition
F, X	2	Fail
E	3	Satisfactory
D	3,5	Satisfactory Plus
C	4	Good
B	4,5	Good Plus
A	5	Very Good

Partner University grading scale related to ECTS grading system:

In German universities (except for law schools) a 1 to 5 scale is used:

1,0-1,3 sehr gut (very good: an outstanding achievement)

1,7-2,3 gut (good: an achievement which lies substantially above average requirements)

2,7-3,3 befriedigend (satisfactory: an achievement which corresponds to average requirements)

3,7-4,0 ausreichend (sufficient: an achievement which barely meets the requirements)

5,0 nicht ausreichend / nicht bestanden (not sufficient / failed: an achievement which does not meet the requirements)

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:

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[7] http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL KRAKOW01		Ministry of Foreign Affairs website: http://www.msz.gov.pl/en/travel_to_poland/entering_poland/ http://www.msz.gov.pl/en/travel_to_poland/visa/
D FREIBUR01	Erasmus Office Europa@zv.uni-freiburg.de Phone: +49 761 230 4269	https://www.studium.uni-freiburg.de/international

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:

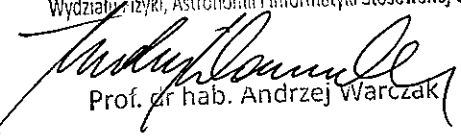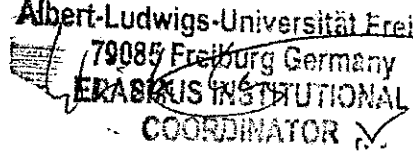| Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL KRAKOW01	phone: (+48 12) 663 1546 fax: (+48 12) 663 1545 email:erasmus@adm.uj.edu.pl	http://www.bosz.uj.edu.pl/en/przyjezdzajacy-studenci/program-erasmus
D FREIBUR01	Erasmus Office Europa@zv.uni-freiburg.de Phone: +49 761 230 4269	https://www.studium.uni-freiburg.de/international

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 KRAKOW01	phone: (+48 12) 663 1546 fax: (+48 12) 663 1545 email:erasmus@adm.uj.edu.pl	http://www.bosz.uj.edu.pl/en/przyjezdzajacy-studenci/program-erasmus
D FREIBUR01	dunja.weber@io.uni-freiburg.de +49 (0)761 203 4373	https://www.verwaltung.uni-freiburg.de/move/moveonline/incoming/accommodation.php

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[8]
PL KRAKOW01	**Prof. Dr hab. Andrzej Warczak Dean of the Faculty of Physics, Astronomy and Applied Computer Science**	2014 01. 2 9	Wydział Fizyki, Astronomii i Informatyki Stosowanej UJ Prof. dr hab. Andrzej Warczak
D FREIBUR01	**Ulrich Eckelt** Official Erasmus Representative	28.01.2014	Albert-Ludwigs-Universität Freiburg 79085 Freiburg Germany ERASMUS INSTITUTIONAL COORDINATOR

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[8] Scanned signatures are accepted