



Erasmus+ Programme

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

Inter-institutional¹ 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)
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	International Exchange Office website: www.bwm.poitub.pl ECTS Catalogue: http://bwm.poitub.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 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.

		fax: +48 81 53 84 792 email: m.zuk@pollub.pl	
MONDRAGON UNIBERTSITATEA	E MONDRAG01	Faculty of Engineering International Coordinator: Dr. Iñaki Hurtado International Coordination: Ms. Edurne Agirre Usandizaga Loramendi, 4 – 20500 Arrasate- Mondragon (Gipuzkoa) Spain T: +34 943 79 47 00; F: +34 943 79 15 36 int.eng@mondragon.edu	http://www.mondragon.edu/en/international/exchange-students/programmes-in-english/engineering

B. Mobility numbers⁵ 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 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*]
E MONDRA G01	PL LUBLIN03	543	Materials	1,2,3	2/20
		521	Mechanics and Metal Work	1,2,3	2/20
PL LUBLIN03	E MONDRA G01	543	Materials	1,2,3	2/20
		521	Mechanics and Metal Work	1,2,3	2/20

[*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	TO [Erasmus	Subject area	Subject area name	Number of staff 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]	*	Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
E MONDRAG 01	PL LUBLIN03	543	Materials	1 week	
		521	Mechanics and Metal Work	1 week	
PL LUBLIN03	E MONDRAGO 1	543	Materials	1 week	
		521	Mechanics and Metal Work	1 week	

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 ⁶ Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LUBLIN03		English		B2	B2
E MONDRAG01		English	Spanish	B2	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

[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]

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>

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

PL LUBLIN03:

In case you need more detailed information please contact the International Exchange Office. Students: c.handzel@pollub.pl

Teachers: m.zuk@pollub.pl

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E MONDRAG01	15 th May	1 st December
PL LUBLIN03	15 June	30 November

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

2. The receiving institution will send its decision within [x] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [xx] 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

[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."]

F. Information

1. Grading systems of the institutions

Mondragon Unibertsitatea:

ECTS grade	points	mark	English-in words
A	100-90	10-9.0	EXCELLENT
B	89-80	8.9-8.0	VERY GOOD
C	79-70	7.9-7.0	GOOD
D	69-60	6.9-6.0	SATISFACTORY
E	59-50	5.9-5.0	SUFFICIENT
F	49-0	4.9-0.0	FAILED

In order to pass a subject is necessary to get at least 5 points.

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

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
E MONDRAG 01	Ms. Edurne Agirre Usandizaga int.eng@mondragon.edu	http://www.mondragon.edu/en/international/international-students/exchange-students/programmes-in-english/engineering
PL LUBLIN03	Students: Celina Handzel, MPhil tel.: +48 81 53 84 790 email: c.handzel@pollub.pl Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/en-erasmus.en

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
E MONDRAG 01	Ms. Edurne Agirre Usandizaga int.eng@mondragon.edu	http://www.mondragon.edu/en/international/international-students/exchange-students/programmes-in-english/engineering
PL LUBLIN03	Students: Celina Handzel, MPhil tel.: +48 81 53 84 790 email: c.handzel@pollub.pl Teachers: Marcin Żuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/en-erasmus.en


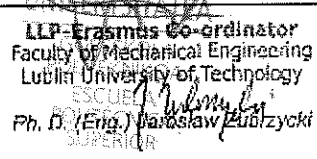
4. Housing

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
E MONDRAG 01	Ms. Edurne Agirre Usandizaga int.eng@mondragon.edu	http://www.mondragon.edu/en/international/international-students/exchange-students/programmes-in-english/engineering
PL LUBLIN03	Students: Online application Teachers: Marcin Zuk, MPhil tel.: +48 81 53 84 719 email: m.zuk@pollub.pl	http://bwm.pollub.pl/sms-en-accommodation.en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
E MONDRAG01	Vicente ATxa	14.01.2014	
PL LUBLIN03	Dr Jarosław Zubrzycki, Erasmus Departmental Coordinator, Faculty of Mechanical Engineering	10.12.2013	 LLP-Erasmus Co-ordinator Faculty of Mechanical Engineering Lublin University of Technology ESCUELA SUPERIOR Ph. D. (Eng.) Jarosław Zubrzycki SUPERVISOR

⁷ Scanned signatures are accepted

