



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2017-2020<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)
Lublin University of Technology  Faculty of Mechanical Engineering  Faculty of Electrical Engineering and Computer Science	PL LUBLIN03	Administrative coordinator: Marta Batorczak-Zuchowska, MPhil erasmus@pollub.pl or m.batorczak@pollub.pl +48 81 538 4653 ul. Nadbystrzycka 38D, 20-618 Lublin, Poland  Erasmus Institutional Coordinator: Pawel Drożdźiel, PhD, D.Sc. (Eng.), Associate Professor  International Exchange Coordinators: Sylwester Samborski, PhD Eng., Faculty of Mechanical Engineering  Andrzej Smolarz, PhD Eng.,	Office of International Education website: www.bwm.pollub.pl  ECTS Catalogue: <a href="http://bwm.pollub.pl/ects.en">http://bwm.pollub.pl/ects.en</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.

		Associate Professor Faculty of Electrical Engineering and Computer Science	
UNIVERSITY OF OULU	SF OULU01	Institutional Erasmus Coordinator Email: <a href="mailto:international.office@oulu.fi">international.office@oulu.fi</a> <a href="mailto:erasmus@oulu.fi">erasmus@oulu.fi</a>  Tel. +358 294 484045  Departmental/Faculty Coordinators  <a href="mailto:international.itee@oulu.fi">international.itee@oulu.fi</a>  Maritta Juvani, Juha Iisakka	<a href="http://www.oulu.fi/english/studentexchange">http://www.oulu.fi/english/studentexchange</a>  <a href="http://www.oulu.fi/itee/">http://www.oulu.fi/itee/</a>  <a href="http://www.oulu.fi/eng/node/12575">http://www.oulu.fi/eng/node/12575</a>
ITEE			
[...]			

## B. Mobility numbers<sup>5</sup> 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]	Subj ect 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*]
PL LUBLIN03	SF OULU01	06, 0714	Information and communication technologies	BA/MA/D	3 (3x5months)
SF OULU01	PL LUBLIN03		Electronics and automation	BA/MA/D	3 (3x5months)

[\*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.]

<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>)

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 *]
SF OULU01	PL LUBLIN03	06, 0714	Information and communication technologies  Electronics and automation	3 (3x5days)
PL LUBLIN03	SF OULU01	06, 0714	Information and communication technologies  Electronics and automation	3 (3x5days)

### 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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level <sup>6</sup> Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LUBLIN03	English	-	B1	B2
SF OULU01	EN		B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

<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>

## 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

SF OULU 01: <http://www.oulu.fi/english/studying/well-being/accessibility>

## 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
SF OULU01	April 30	October 15

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

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. *[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 of the agreement, 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. "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

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

SF OULU01: [www oulu.fi/english/studying/assessment](http://www oulu.fi/english/studying/assessment)

## 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><b>Students:</b> Anna Radziszewska +48 81 53 84 790 <a href="mailto:a.radziszewska@pollub.pl">a.radziszewska@pollub.pl</a></p> <p><b>Staff:</b> Małgorzata Wilczyńska, +48 81 53 84 357 <a href="mailto:m.wilczynska@pollub.pl">m.wilczynska@pollub.pl</a></p> <p>Julla Kubaj +48 81 53 84 598 <a href="mailto:j.kubaj@pollub.pl">j.kubaj@pollub.pl</a></p>	<a href="http://www.bwm.pollub.pl">www.bwm.pollub.pl</a>
SF OULU01	<a href="mailto:migri@migri.fi">migri@migri.fi</a>	<a href="http://www.migri.fi/studying_in_finland">http://www.migri.fi/studying_in_finland</a>

## 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
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PL LUBLIN03	<b>Students:</b> Anna Radziszewska +48 81 53 84 790 <a href="mailto:a.radziszewska@pollub.pl">a.radziszewska@pollub.pl</a>  <b>Staff:</b> Małgorzata Wilczyńska, +48 81 53 84 357 <a href="mailto:m.wilczynska@pollub.pl">m.wilczynska@pollub.pl</a>  Julia Kubaj +48 81 53 84 598 <a href="mailto:j.kubaj@pollub.pl">j.kubaj@pollub.pl</a>	www.bwm.pollub.pl
SF OULU01	<a href="mailto:international.office@oulu.fi">international.office@oulu.fi</a>	Students are not insured (accidents, liability) by the University of Oulu. EU students mandatory to have the European Health card, private Insurance also highly recommended.



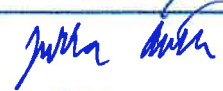
#### 4. Housing

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	<b>Students:</b> Anna Radziszewska +48 81 53 84 790 <a href="mailto:a.radziszewska@pollub.pl">a.radziszewska@pollub.pl</a>  <b>Staff:</b> Małgorzata Wilczyńska, +48 81 53 84 357 <a href="mailto:m.wilczynska@pollub.pl">m.wilczynska@pollub.pl</a>  Julia Kubaj +48 81 53 84 598 <a href="mailto:j.kubaj@pollub.pl">j.kubaj@pollub.pl</a>	www.bwm.pollub.pl
SF OULU01		<a href="http://www.psoas.fi/en/">http://www.psoas.fi/en/</a>  <a href="http://www.oulu.fi/university/node/34948">http://www.oulu.fi/university/node/34948</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
PL LUBLIN03	Sylwester Samborski, PhD Eng. Faculty of Mechanical Engineering	23.03 2017	Coordinator for International Exchange Faculty of Mechanical Engineering Lublin University of Technology, Poland 
	Andrzej Smolarz, PhD Eng., Associate Professor Faculty of Electrical Engineering and Computer Science	23.03 2017	Sylwester Samborski, PhD Eng. International Exchange Coordinator Faculty of Electrical Engineering and Computer Science  PhD (Eng.) Andrzej Smolarz
SF OULU01	Dr Jukka Riekkii, Dean Faculty of Information Technology and Electrical Engineering	3.4. 2017	 UNIVERSITY OF OULU Faculty of Information Technology and Electrical Engineering

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

