



Erasmus+ Programme

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

Inter-institutional agreement 2018-2021 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 (email, phone)	Website (eg. of the course catalogue)
Lublin University of Technology Faculty of Mechanical Engineering	PL LUBLIN03	<u>Erasmus Institutional Coordinator:</u> Paweł Drożdżel, PhD, D.Sc. (Eng.), Associate Professor <u>Administrative coordinator:</u> Marta Batorczak-Żuchowska, MPhil m.batorczak@pollub.pl +48 81 538 4653 ul. Nadbystrzycka 38D, 20-618 Lublin, Poland <u>International Exchange Coordinators:</u> Sylwester Samborski, PhD Eng., Faculty of Mechanical Engineering	<u>Office of International Education website:</u> www.bkm.pollub.pl <u>ECTS Catalogue:</u> http://bwm.pollub.pl/ects.en
Universidade do Minho/	P BRAGA01	Head of International Office: Beatriz Araújo International Relations Office Campus of Gualtar P - 4710-057 Braga Tel: +351-253604505; Fax: +351-253604509; E-mail: sri@sri.uminho.pt Academic Coordinator: Prof. Fernando Duarte Department of Polymer Engineering Campus of Azurém, P – 4800-058 Guimarães Tel: +351-253-510326; Fax: +351-253-510339 E-mail: fduarte@dep.uminho.pt	http://www.uminho.pt

B. Mobility numbers¹ 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 LUBLIN03	P BRAGA01	0543 Materials Engineering	1st , 2nd and 3rd	2*5months	
P BRAGA01	PL LUBLIN03	0543 Materials Engineering	1st , 2nd and 3rd	2*5months	

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 LUBLIN03	P BRAGA01	0543 Materials Engineering	2x5 days	
P BRAGA01	PL LUBLIN03	0543 Materials Engineering	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 ²	
			Student Mobility for Studies	Staff Mobility for Teaching

¹ 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>

² 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>

			[Minimum recommended level: B1]	[Minimum recommended level: B2]
PL LUBLIN03	English	-	B1	B2
P BRAGA01	Portuguese	English	Portuguese – B1 English – B2	Portuguese – B2 English – B2

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

D. Additional requirements

Acceptance of students and staff with disabilities:

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 BRAGA01:

Compulsory Orientation Programme: Information available at

<https://alunos.uminho.pt/EN/incomingstudents/Pages/ProgramaORI.aspx>

Portuguese Language Course: Information available at

<https://alunos.uminho.pt/EN/incomingstudents/Pages/CursoLP.aspx>

Support for Students with Disabilities: Information available at

<https://www.uminho.pt/EN/education/ects-information/Pages/practice.aspx>

Additional Academic Requirements: Information available at

<http://www.sri.uminho.pt/Default.aspx?tabindex=2&tabid=24&pageid=252&lang=eng>

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 BRAGA01	15 th May	15 th October

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 BRAGA01:

Information available at <http://www.sri.uminho.pt/Default.aspx?tabid=4&pageid=88&lang=eng>

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><u>Students:</u> Anna Radziszewska +48 81 53 84 790 a.radziszewska@pollub.pl</p> <p><u>Staff:</u> Małgorzata Wilczyńska, +48 81 53 84 357 m.wilczynska@pollub.pl</p> <p>Julia Kubaj +48 81 53 84 598</p>	www.bkm.pollub.pl

	j.kubaj@pollub.pl	
P BRAGA01	E-mail: sri@sri.uminho.pt Tel: +351-253-510169	https://www.uminho.pt/EN/education/ects-information/Pages/practice.aspx

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	<p><u>Students:</u> Anna Radziszewska +48 81 53 84 790 a.radziszewska@pollub.pl</p> <p><u>Staff:</u> 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.bkm.pollub.pl
P BRAGA01	E-mail: sri@sri.uminho.pt Tel: +351-253-510169	https://www.uminho.pt/EN/education/ects-information/Pages/practice.aspx

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	<p><u>Students:</u> Anna Radziszewska +48 81 53 84 790 a.radziszewska@pollub.pl</p> <p><u>Staff:</u> Małgorzata Wilczyńska,</p>	www.bkm.pollub.pl

	+48 81 53 84 357 m.wilczynska@pollub.pl Julia Kubaj +48 81 53 84 598 j.kubaj@pollub.pl	
P BRAGA01	E-mail: sri@sri.uminho.pt Tel: +351-253-510169	https://alunos.uminho.pt/EN/incomingstudents/Pages/Alojamento.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
PL LUBLIN03	Sylwester Samborski, PhD Eng. Faculty of Mechanical Engineering	20.12.17	Coordinator for International Exchange Faculty of Mechanical Engineering Lublin University of Technology, Poland  Sylwester Samborski, PhD Eng.
P BRAGA01	Profª Carla Martins Pro-Rector	04/01/2018	  Universidade do Minho

³ Scanned signatures are accepted