Erasmus+ Programme

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

Inter-institutional agreement 2014-2021
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	Erasmus code	Contact details (email, phone)	Website
AGH University of Science and Technology	PL KRAKOW02	**Departmental Coordinators:** Prof. Teresa Grzybek, Faculty of Energy and Fuels, Al. Mickiewicza 30, 30-059 Kraków; Phone: +48 12 617 2119; fax: +48 12 617 4547; e-mail: grzybek@agh.edu.pl Dr Krzysztof Dudek, Faculty of Geology, Geophysics and Environmental Protection, Al. Mickiewicza 30, 30-059 Kraków, Phone: +48 12 617 2146; Fax: +48 12 633 4330; e-mail: kadudek@agh.edu.pl	
		Institutional Coordinator: Ph.D. Eng Tadeusz **Pająk**, Faculty of Mechanical Engineering and Robotics, Al. Mickiewicza 30, 30-059 Kraków Phone: +48 12 617 30 79, e-mail: pajak@agh.edu.pl **Centre for International Students:** Ms. Luiza Lucinska-Biesaga, Phone: +48 12 617 5238; Fax: +48 12 617 5238 e-mail: biesaga@agh.edu.pl	www.agh.edu.pl

Universidade de Lisboa	P Lisboa 109	Unit of International Academic Programmes internacional@ulisboa.pt +351 210 113 482/+351 210 170 196 Faculty of Sciences Mobility Office Ana Matos internacional@fc.ul.pt +351 21750 0443	www.fc.ul.pt http://www.fc.ul.pt/pt/cursos?refer=3

B. Mobility numbers[1] 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, 1st, 2nd or 3rd]*	**Number of student mobility periods** Student Mobility for Studies [total number of months of the study periods or average duration*]	*Student Mobility for Traineeships*
PL KRAKOW02	P Lisboa 109		*Environmental Sciences, Chemical Engineering*	*1st, 2nd*	4 x 10 months=40	only by individual agreement
P Lisboa 109	PL KRAKOW02		*Environmental Sciences, Chemical Engineering*	*1st, 2nd*	4 x 10 months=40	only by individual agreement

*[*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.]*

[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)*

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 KRAKOW02	P Lisboa 109		*Environmental Sciences, Chemical Engineering*	10 days (1 person x 5 or 10 days)	only by individual agreement
P Lisboa 109	PL KRAKOW02		*Environmental Sciences, Chemical Engineering*	10 days (1 person x 5 or 10 days)	only by individual agreement

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[2] Student Mobility for Studies *[Minimum recommended level: B1]*	Staff Mobility for Teaching *[Minimum recommended level: B2]*
PL KRAKOW02		English		B2	B2
P Lisboa 109		Portuguese	English*	B1	

* Postgraduate programmes or Master programmes courses may be lectured in English in case there are non Portuguese speaking students in class. For more details on the language of instruction recommendations, see the course catalogue: http://www.fc.ul.pt/pt/cursos?refer=3

For more details on the language of instruction recommendations, see the course catalogue of each institution https://intstudies.agh.edu.pl/

[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

D. Additional requirements

PL KRAKOW02	Criteria for incoming students: CENTRE FOR INTERNATIONAL STUDENTS, www.international.agh.edu.pl After entering our website please follow the steps entering the sections: 1. Education Offer 2. Short-term programmes 3. Exchange programmes 4. Erasmus or other exchange

E. Calendar

1.Academic Calendar

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL KRAKOW02	01.10-23.02	01.03-30.09
P Lisboa 109	Mid September- January	Mid February- June

Nominations of nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL KRAKOW02	15.06	15.11
P Lisboa 109		

Applications of nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL KRAKOW02	30.06	30.11
P Lisboa 109	June, 30th	October, 31st

2. The receiving institution

PL KRAKOW02 will send its decision within **5 weeks** after submitting all required documents

Partner University will send its decision within 6 weeks.

3. Issue of the **Transcript of Records**

PL KRAKOW02: *Transcripts of Records (documenting credits earned at the AGH UST) will be issued by AGH UST. Every student must pick up the transcript him/herself from the Centre for International Students. The AGH UST will NOT automatically send your transcript to your home university. If the student's exam grades are not yet available when you leave, please make arrangements with the proper office to have your transcript sent to you.*

PLISBOA109:
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

The involved institutions agree on the procedure for modifying or terminating the inter-institutional agreement. In the event of termination, a notice of at least one academic year should be given. 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

PL KRAKOW02: **AGH UST Study Regulations https://international.agh.edu.pl/**

1. The following grading scale shall be in force at the University:

1) 91 – 100% bardzo dobry (5.0) *[polish equivalent of very good]*;

2) 81 – 90% plus dobry (4.5) *[polish equivalent of good plus]*;

3) 71 – 80% dobry (4.0) *[polish equivalent of good]*;

4) 61 – 70% plus dostateczny (3.5) *[polish equivalent of satisfactory plus]*;

5) 50 – 60% dostateczny (3.0) *[polish equivalent of satisfactory]*;

6) under 50% niedostateczny (2.0) *[polish equivalent of unsatisfactory]*.

2. In exceptional situations, if there are no bases for assigning a grade, an academic teacher responsible for the course may recognize the course as completed using the descriptor "*zaliczono* (zal.)" (*Polish equivalent of "passed"*).
3. Grades shall be issued for compulsory classes and examinations, if provided in the study plan, subject to section 4.

P LISBOA109 (FCUL): The Portuguese grading system expresses itself in values between 0 and 20, being 10 the minimum grade for approval.

ECTS Grade	Portuguese Grade
A	18-20
B	16-17
C	14-15
D	10-13
F/FX	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
PL KRAKOW02	https://international.agh.edu.pl/	
P LISBOA109	internacional@fc.ul.pt +351 21750 0443 http://internacional.ulisboa.pt/	

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 KRAKOW02	https://international.agh.edu.pl/	

	• The European Health Insurance Card (or EHIC) is issued free of charge and allows anyone who is insured by or covered by a statutory social security scheme of the EEA countries and Switzerland to receive medical treatment in another member state for free or at a reduced cost, if that treatment becomes necessary during their visit More details: https://www.ekuz.nfz.gov.pl/content/information-entitled-persons-other-euefta-member-states Central Office of the National Health Fund - The Department of International Affairs Centrala Narodowego Funduszu Zdrowia - **Departament Współpracy Międzynarodowej** ul. Grójecka 186, 02-390 Warszawa tel. +48 22 572 62 68, fax +48 22 572 63 19 e-mail: ca17@nfz.gov.pl
P LISBOA109	internacional@fc.ul.pt +351 21750 0443 http://internacional.ulisboa.pt/

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	Website for information
PL KRAKOW02	AGH UST Campus, 30-072 Kraków **ul. Józefa Rostafińskiego 7a** tel.: +48 12 617 3471 fax: +48 12 637 2416 e- mail:miasteczko@agh.edu.pl https://akademik.agh.edu.pl/ http://www.miasteczko.agh.edu.pl/index_en.php?menu=spl http://www.miasteczko.agh.edu.pl/index_en.php https://international.agh.edu.pl/	
P LISBOA109	internacional@fc.ul.pt +351 21750 0443 http://internacional.ulisboa.pt/	

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[3]
PL KRAKOW02	Prof. dr hab. inż. Tomasz Szmuc Vice-Rector	30 STY. 2014	
P LISBOA109	Prof. José Manuel Pinto Paixão The Director of the Faculty of Sciences	29.01.14	

[3] Scanned signatures are accepted