



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 (and department, where relevant)	Erasmus code	Contact details ¹ (email, phone)	Website (eg. of the course catalogue)
ATENEUM-Szkoła Wyższa w Gdańsku	PL GDANSK11	Erasmus Coordinator: Agnieszka Wrotek, M.A. Tel. +48 58 722 08 28, Fax: +48 58 722 08 80, e-mail: ir@ateneum.edu.pl Dean of Faculty of Educational Studies Prof. Józef Żerko Tel: +48 58 722 08 10, e-mail: dziekanat@ateneum.edu.pl Dean of Faculty European Studies, politology and Journalism Prof. Hanna Dubrzyńska Tel: +48 58 722 08 10, e-mail: dziekanat@ateneum.edu.pl	http://ateneum.edu.pl/students/ects-catalogue/
University of Calabria	I COSENZA01	Institutional Coordinator: Dr. Franca Leonora Morrone Sector for LLP/Erasmus, Via P. Bucci, I 87036 Arcavacata di Rende-Italy, Tel.: +39 0984 492297, Fax: +39 0984 493624 international@unical.it ; socrates@unical.it Incoming Erasmus students: porchia@unical.it Academic Coordinators: Professor Davide Infante (for EU Studies and Law) Tel.: +39 0984 492460	http://www.unical.it/ects http://uriunical.aspidea.it/en

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		d.infante@unical.it http://www.ecostat.unical.it/infante/ Professor Francesco Altimari (for Education, Teacher Training) Tel.: +39 0984 494379 francesco.altimari@unical.it	
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B. Mobility numbers² 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*]	Student Mobility for Traineeships *
ATENEUM- Szkoła Wyższa w Gdańsku	I COSENZA01	05.1	Teacher Training (ISCED 97:140)	1 st	2*5=10	
		10.7	European Community/E U Law (ISCED 97: 38)	1 st	2*5=10	
		14.6	European Studies	1 st	2*5=10	
I COSENZA01	ATENEUM- Szkoła Wyższa w Gdańsku	05.1	Teacher Training (ISCED 97:140)	1 st	2*5=10	
		10.7	European Community/E U Law (ISCED 97: 38)	1 st	2*5=10	
		14.6	European Studies	1 st	2*5=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 *
ATENEUM-Szkoła Wyższa w Gdańsku	I COSENZA01	05.1	Teacher Training (ISCED 97:140)	2/7 Days	
		10.7	European Community/EU Law (ISCED 97: 38)	2/7 Days	
		14.6	European Studies	2/7 Days	
COSENZA01	ATENEUM-Szkoła Wyższa w Gdańsku	05.1	Teacher Training (ISCED 97:140)	2/7 Days	
		10.7	European Community/EU Law (ISCED 97: 38)	2/7 Days	
		14.6	European Studies	2/7 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
ATENEUM-Szkoła Wyższa w Gdańsku	05.1, 14.6, 10.7	PL		B1 Polish Level	B2 English Level

COSENZA01	05.1, 14.6, 10.7	IT		Minimum level B1- No certificate required	To be agreed
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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

At PL GDANSK11

Students' application: All students interested in studying at ATENEUM-Szkoła Wyższa w Gdańsku are asked to submit an application form, which can be found on the website: <http://ateneum.edu.pl/students/erasmus-en-gb/>. The following documents must be enclosed and sent by airmail to ATENEUM, together with the printed and signed application form:

- Learning Agreement containing planned course units in our institution. The Learning Agreement may be modified after arrival and discussion with the academic coordinator,
- the Transcripts of Records obtained in previous years of study at home university,
- copy of passport or ID,
- copy of the certificate of completion of secondary school.

The deadline for the winter semester is 31 of August.

For staff mobility, the "Teaching assignment programme" or "working programme" form duly filled in and signed by home university should be sent to ATENEUM.

The University since the beginning of its educational work takes great effort to make our University more accessible for all disabled students and we make sure that they get the same chances in their education. The greatest challenge was creating such educational environment as to provide possibility to receive an interesting education and raise their working qualifications which in term gives them better chance for independence in future life. More information on website: <http://ateneum.edu.pl/o-uczelni/biuro-ds-osob-niepelnosprawnych/#1>

At I COSENZA01:

A pickup service upon arrival is offered for all international students who request it by ESN <http://www.esn.org/content/section-information?id=IT-COSE-ESN> who will accompany students for the first week in university structures and introduce them to different people and aspects of being a student at the University of Calabria. More information can be found at http://www.unical.it/portale/portaltemplates/view/view_ects.cfm?34289.

Language courses: in the Language Centre at the University of Calabria Italian Language Courses to non-native speakers of Italian are organised before the beginning of each semester.

http://www.unical.it/portale/portaltemplates/view/view_ects.cfm?34288.

For more information send an e-mail to porchia@unical.it.

The University of Calabria welcomes students and staff with disabilities. For questions regarding services to students in need of individual arrangements in connection with request for proper housing facilities and other special arrangements please contact the Erasmus Incoming Officer porchia@unical.it

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
ATENEUM-Szkoła Wyższa w Gdańsku	15 th of August	15 th of December
COSENZA01	30 th June	30 th November

2. The receiving institution will send its decision within 1 week.
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

[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."]

I COSENZA01: Once students have been selected and nominated by their home universities for an academic exchange stay at the UNICAL, they must fill in the online Application Form at the site <http://unical.ilpmanager.it/incoming/> and send in their LA as indicated at the previous web site

The accepted students will receive a communication for admission at UNICAL through e-mail together with the scanning of the signed LA

The UNICAL will send the **decision** within a maximum of 4 weeks after the closing date of the application period.

A **Transcript of Records** will be issued by the receiving institution no later than 5 weeks after the mobility period has finished at the receiving HEI.

Termination of this Agreement, or amendments to it, can be made annually, if communicated before September 30th and will only take effect as of September 30th of the following academic year. 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 GDANSK11:

At Ateneum-Szkoła Wyższa w Gdańsku is used the following grading system.

Grades are given from 2 to 5.

2.0	Unsatisfactory (fail)	2	nst
3.0	Satisfactory	3	dst
3.5	Satisfactory	3+	dst plus

4.0	Good	4	db
4.5	Good plus	4+	db plus
5.0	Very good	5	bdb

More information:

<http://ateneum.edu.pl/students/ects-catalogue/>

I COSENZA01:

Exams are certified according to the local grading system, which is a 30-point scale (marks range from 18/30, minimum mark to pass, to 30/30 cum laude), also the ECTS /CFU credits are indicated for the exams passed successfully. Credits reflect the quantity, while grades assess the quality of the completed work. In order to simplify the procedure of comparing and transferring grades, in a transparent way, from the University of Calabria to other European Universities and vice versa, grading tables are used. These include the percentage of students that, over the duration of the degree courses, have received "local grades" for each degree program or group of homogeneous programs offered by exchanging Universities. Grading tables have been organised according to Erasmus general ISCED subject codes.

For grading tables link at http://www.unical.it/portale/portemplates/view/view_ects.cfm?34454

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 GDANSK11	ir@ateneum.edu.pl +48587220828	http://ateneum.edu.pl/students/erasmus-en-gb/
I COSENZA01	porchia@unical.it	http://www.unical.it/ects

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 GDANSK 11	ir@ateneum.edu.pl +48587220828	http://ateneum.edu.pl/students/erasmus-en-gb/
I COSENZA01	porchia@unical.it	http://www.unical.it/portale/portamedia/2013-05/Insurance1.pdf

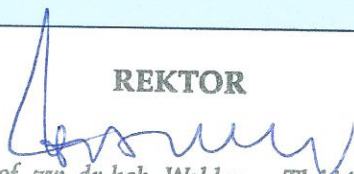
4. Housing

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 GDANSK 11	ir@ateneum.edu.pl +48587220828	
I COSENZA01	porchia@unical.it Erasmus Student Network Cosenza	http://www.unical.it/portale/portale/media/2013-05/accommodation1.pdf http://www.esn.org/content/section-information?id=IT-COSE-ESN

G. SIGNATURES OF THE INSTITUTIONS (legal representatives, or delegates e.g. Faculty deans, Institutional Coordinators)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
PL GDANSK11	prof.zw. dr hab. Waldemar Tłokiński Rector of Ateneum-Szkoła Wyższa w Gdańsku	10. STY 2014	 REKTOR <i>Prof. zw. dr hab. Waldemar Tłokiński</i> ATENEUM - SZKOŁA WYŻSZA 80-802 Gdańsk, ul. 3 Maja 25A tel. 58 722 08 80
I COSENZA01	Dr. Franca Leonora Morrone Institutional Coordinator	10-1-2013	<i>Franca L. Morrone</i> 