



**Erasmus+ Programme
Key Action 1
Mobility for learners and staff**

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2019/20-2020/21

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 ² (email, phone)	Website (eg. of the course catalogue)
Cracow University of Economics	PL KRAKOW04	Dominika Lemler, bilateral agreements coordinator International Programmes Office Cracow University of Economics ul. Rakowicka 27, 31-510 Cracow - Poland tel. +48-12-293-54-86, fax +48-12-293-5-097 Email: lemlerd@uek.krakow.pl	general English website: http://www.bpz.uek.krakow.pl/?language=en website for incoming students: http://www.bpz.uek.krakow.pl/english-track.html website for incoming staff: http://www.iro.uek.krakow.pl/?language=en
Universita degli Studi	I MESSINA01	Institutional Coordinator: Dott. Giuseppe Lucchese U.OR. Relazioni Internazionali	http://www.unime.it https://international.u

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Contact details to reach the senior officer in charge of this agreement and of its possible updates

(*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*
PL KRAKOW04	I MESSINA01	040		2 x 8 hours	1 x 5 days
I MESSINA01	PL KRAKOW04	040		3 x 8 hours	1 x 5 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 ⁴	
				Student Mobility for Studies (Minimum recommended level: B1)	Staff Mobility for Teaching (Minimum recommended level: B2)
PL KRAKOW04	040	English	-	B2 required	B2
I MESSINA01	040	Italian	English (teachers / staff)	B1	B2

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

⁴ 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

I MESSINA01

The University of Messina welcomes students and staff with disabilities. For questions regarding services to students in need of individual arrangements in connection with studies and/or examinations, please see the following link: <https://www.unime.it/it/ateneo/interventi-specializzati-studenti-diversamente-abili>

PL KRAKOW04 : The Cracow University of Economics welcomes students and staff members with disabilities, however acceptance requires prior approval when applying.

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 KRAKOW04	May 31 st	November, 30 th
I MESSINA01	June, 30 th	November, 30 th

(* to be adapted in case of a trimester system)

2. The receiving institution will send its decision within 4 weeks
3. A Transcript of Records will be issued by the receiving institution no later than 4 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

I MESSINA01

For more info see: <https://international.unime.it/>

F. Information

1. Grading systems of the institutions

I MESSINA01

Please refer to: <https://www.unime.it/it/international/ects-e-diploma-supplement-0>

PL KRAKOW04:

Cracow University of Economics's grades:	ECTS grading scale:
5.0 – excellent	A
4.5 – very good	B
4.0 – good	C
3.5 – satisfactory	D
3.0 – sufficient	E
2.0 – fail	F

ECTS grading scale:

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of notable errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria
FX	-	FAIL - some more work required before the credit can be awarded
F	-	FAIL - considerable further work is required

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 KRAKOW04	Ms Joanna Jackowska jackowsj@uek.krakow.pl 0048 12 293 52 86	http://www.msz.gov.pl/en/travel_to_poland/visa/

	Contact for staff: Renata Wydmańska International Relations Office renata.wydmanska@uek.krakow.pl	http://www.bpz.uek.krakow.pl/english-track.html http://www.iro.uek.krakow.pl/?language=en
I MESSINA01	erasmus@unime.it	https://international.unime.it (see "Living in Messina – Residence Permit")

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 KRAKOW04	Ms Joanna Jackowska jackowsj@uek.krakow.pl 0048 12 293 52 86 Contact for staff: Renata Wydmańska International Relations Office renata.wydmanska@uek.krakow.pl	http://www.msz.gov.pl/en/travel_to_poland/visa/ http://www.bpz.uek.krakow.pl/english-track.html http://www.iro.uek.krakow.pl/?language=en
I MESSINA01	erasmus@unime.it	https://international.unime.it (see "Living in Messina – Health Care")

4. Housing

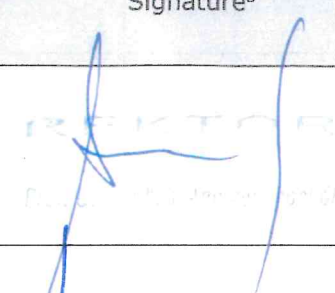
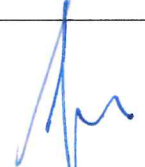
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education

Information and assistance can be provided by the following persons and information sources:

Institution (Erasmus code)	Contact details (email, phone)	Website for information
PL KRAKOW04	Ms Joanna Jackowska jackowsj@uek.krakow.pl 0048 12 293 52 86 Contact for staff:	http://www.msz.gov.pl/en/travel_to_poland/visa/ http://www.bpz.uek.krakow.pl/english-track.html http://www.iro.uek.krakow.pl/?language=en

	Renata Wydmańska International Relations Office renata.wydmanaska@uek.krakow.pl	
I MESSINA01	erasmus@unime.it	https://international.unime.it (See "Services&Facilities")

G. Signatures of the institutions (legal representatives)

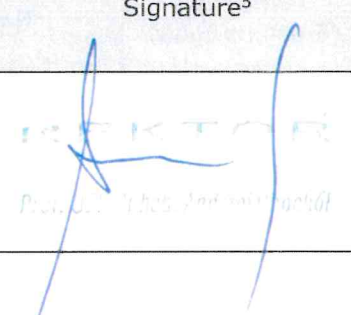
Institution (Erasmus code)	Name, function	Date	Signature ⁵
PL KRAKOW04	Prof. UEK dr hab inż. Andrzej Chochół Rector		
I MESSINA01	Prof. Salvatore Cuzzocrea Rector		



⁵ Scanned signatures are accepted

	Renata Wydmańska International Relations Office renata.wydmanska@uek.krakow.pl	
I MESSINA01	erasmus@unime.it	https://international.unime.it (See "Services&Facilities")

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