



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	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Pedagogical University of Cracow	PL KRAKOW05	Academic: Prof. Mariusz Misztal Institutional Coordinator ul. Karmelicka 41; 31-128 Kraków Tel: 0048 12 662 69 60 mariusz.misztal@up.krakow.pl	http://www.up.krakow.pl
		Administrative: Malgorzata Idzik Head of International Relations Office ul. Podchorążych 2; 30-084 Kraków tel.: +48126627475 malgorzata.idzik@up.krakow.pl	
Università degli Studi di Messina	I MESSINA01	Departmental Coordinator Prof. Stefan Bielanski mediterr@up.krakow.pl	http://www.unime.it/unime_international http://www.unime.it/it/dipartimenti/scipog
		Dott. Giuseppe Lucchese <u>Institutional Coordinator</u> Head of Unità Organizzativa Relazioni Internazionali P.zza Pugliatti 1, 98122 Messina - ITALY glucchese@unime.it erasmus@unime.it	
		Prof. Francesca Perrini Departmental Coordinator Department of Political and Juridical Sciences fperrini@unime.it	

B. Mobility numbers 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	TO	Subject area code	Subject name	area	Study cycle	Number of student mobility periods			
						Student Mobility for Studies	Student Mobility for Traineeships		
PL KRAKOW05	I MESSINA01	312	Political Sciences		1 st , 2 nd	2 x 5	2 x 4		
I MESSINA01	PL KRAKOW05	312	Political Sciences		1 st , 2 nd	2 x 5	2 x 4		
FROM	TO	Subject area code	Subject name	area		Number of staff mobility periods			
						Staff Mobility for Teaching	Staff Mobility for Training		
PL KRAKOW05	I MESSINA01	312	Political Sciences			2 x 5 day	1 x 5 days		
I MESSINA01	PL KRAKOW05	312	Political Sciences			2 x 5 days	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	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility	Staff Mobility for Teaching Studies
PL KRAKOW05		Polish	Italian, English	B2	C1
I MESSINA01		Italian	English	B1 (home University declaration required)	B2

D. Additional requirements

PL KRAKOW05: all incoming students must be nominated by their home institution before the deadline. All documents of incoming students and staff have to be sent to the International Relations Office.
It is not possible for incoming students to extend their initial period of stay - the maximum of months to be realized is indicated in table B.

I MESSINA01: Students should highlight any disabilities at application stage so that their needs and requirements can be addressed and the right support assured prior to their acceptance. The University of Messina ensures support to both local and visiting students and staff with disability.

E. Calendar

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

Receiving institution	Autumn term*	Spring term*
PL KRAKOW05	May 15	November 30
I MESSINA01	15 th May - nomination 30 th May - Application	15 th October - nomination 30 th October - Application

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.

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 a conflict."

F. Information

1. Grading systems of the institutions

PL KRAKOW05:

- Excellent - 5 A
- Very good - 4,5 B
- Good - 4 C
- Satisfactory - 3,5 D
- Sufficient - 3 E
- Unsatisfactory / Unsufficient/Failed - 2 FX, F

I MESSINA01: please refer to: <http://www.unime.it/it/international/ects-e-diploma-supplement>

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	Contact details	Website for information
PL KRAKOW05	Magdalena Birgiel, International Relations Office ul. Podchorążych 2, 30-084 Kraków tel: 0048 12 662 60 48 e-mail: m.birgiel@up.krakow.pl	http://erasmus.up.krakow.pl/incomings-students
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 erasmus@unime.it	See compulsory fulfillments in the Erasmus Handbook-Italian immigration rules.

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	Contact details	Website for information
PL KRAKOW05	Magdalena Birgiel, International Relations Office ul. Podchorążych 2, 30-084 Kraków tel/fax: 0048 12 662 60 48 e-mail: m.birgiel@up.krakow.pl	http://erasmus.up.krakow.pl/incomings-students
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 erasmus@unime.it	See compulsory fulfillments in the Erasmus Handbook-



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	Contact details	Website for information
PL KRAKOW05	Magdalena Birgiel, International Relations Office ul. Podchorążych 2, 30-084 Kraków tel/fax: 0048 12 662 60 48 e-mail: m.birgiel@up.krakow.pl	http://erasmus.up.krakow.pl/incomings-students
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 erasmus@unime.it	See further informations in the Erasmus Handbook

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature ¹
PL KRAKOW05	dr hab. Robert Stawarz, prof. UP Vice-rector on Development	09/04/2018	
I MESSINA01	Prof. Emanuele Scribano Vice Rector	18.04. 2018	

¹ Scanned signatures are accepted

