



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)
Uniwersytet Lodzki Faculty of Philology Institute of English Studies	PL LODZ01	Institutional Erasmus Coordinator: Prof. Eleonora Bielawska-Batorowicz ebator@uni.lodz.pl Faculty Coordinator: Monika Kopytowska, PhD. monika.kopytowska@gmail.com Administrative contact: International Relations Office Poland, Lodz, 90-131 65 Narutowicza Str. email: bwz@uni.lodz.pl (agreements and outgoing students) iso@uni.lodz.pl (incoming students) Tel: + 48 42 635 4037 Fax: + 48 42 635 4789	www.iso.uni.lodz.pl www.anglistyka.uni.lodz.pl
UNIVERSITA DEGLI STUDI DI MESSINA	I MESSINA01	Institutional Coordinator: Dr. Grazia De Tuzza International Relations Office Piazza S. Pugliatti, 1 98122 Messina Italy Phone: +39 090 676 8500/8531/8532/8506 Fax: +39 090 676 8332 Email: relint@unime.it Departmental Coordinator: Maria Antonietta Mendosa Tel + 39 090 3503 408 e-mail : mariaantonieta.mendosa@unime.it	http://www.unime.it/ http://www.unime.it/dipartimento/dicam/offerta

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

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 November 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 *
I MESSINA01	PL LODZ01	222	Languages and Philological Sciences	1,2,3	2 (10)	Only by individual agreement
PL LODZ01	I MESSINA01	222	Languages and Philological Sciences	1,2,3	2 (10)	Only by individual agreement

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 *
I MESSINA01	PL LODZ01	222	Languages and Philological Sciences	2 (10)	Only by individual agreement
PL LODZ01	I MESSINA01	222	Languages and Philological Sciences	2 (10)	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 LODZ01		ENGLISH		B1	B2
I MESSINA01		ITALIAN		B1	

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

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 LODZ01: UL welcomes students with disabilities. While sending the nomination letter, please inform the International Students Office (10 months prior to arrival) about students with disabilities in order to provide the proper support to these students. The University of Lodz has the infrastructure to welcome students with some types of disabilities

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: http://www.unime.it/sezione_disabili/

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 LODZ01	Application deadline: 30 th June https://enrolment.uni.lodz.pl/	Application deadline : 15 th December https://enrolment.uni.lodz.pl/
I MESSINA01	Nomination deadline: May 15th Application Form: May 30 th	Nomination deadline: October 15 th Application Form: October 30 th

2. **PL LODZ01:** The receiving institution will send its conditional decision within four weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement
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.

F. Information

1. Grading systems of the institutions

PL LODZ01: Grading system at the University of Lodz <http://iso.uni.lodz.pl/erasmus/ects-system>

I MESSINA01:

<http://relint.unime.it/en/internazionalizzazione/diploma-supplement/>

<http://relint.unime.it/files/2012/09/Tabella-di-Conversione-voti-con-il-sistema-ECTS-DM270-04.pdf>

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	Website for information
PL LODZ01	International Students Office iso@uni.lodz.pl	www.iso.uni.lodz.pl
I MESSINA01	relint@unime.it	http://relint.unime.it/files/2012/09/Incoming-Erasmus-Handbook2.pdf (see Compulsory fulfillments-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 [Erasmus code]	Contact details	Website for information
PL LODZ01	International Students Office iso@uni.lodz.pl	www.iso.uni.lodz.pl
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Health insurance)

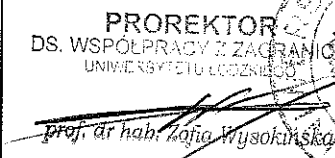
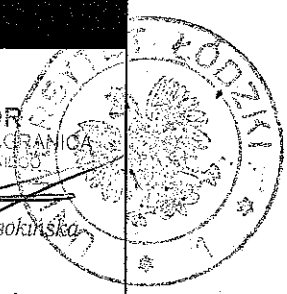
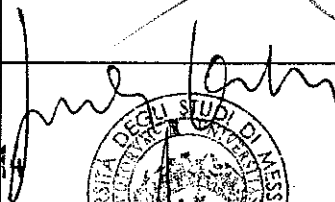
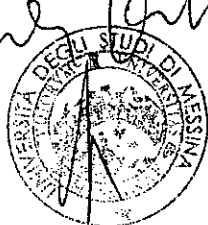
4. Housing

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 LODZ01	International Students Office iso@uni.lodz.pl	www.iso.uni.lodz.pl
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Accommodation and meals)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
PL LODZ01	Prof. Zofia Wysokińska Pro-rector in Charge of International Relations	26.03 2014	 PROREKTOR DS. WSPÓLPRACY Z ZAGRANICĄ UNIWERSYTETU ŁÓDZKIEGO 
I MESSINA01	Prof. Pietro Navarra Rector	10 MAR. 2014	 

³ Scanned signatures are accepted

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